

Houghton County DHHS Board Meeting Minutes (MCF Portion)

May 15, 2025

The regular meeting of the Houghton County Department of Health and Human Services Board (Medical Care Facility Portion) was held at the DHHS offices in Houghton, MI on May 15, 2025 beginning at 09:20 a.m.

Present: Ed Jenich, Chairman
Christy Hilgers, Vice Chair
Tom Tikkanen, County Commissioner Liaison
Adam Laplander, CEO/Administrator - Secretary
Jodi Nuttall, Director of Nursing
Ashley Kuru, Chief Financial Officer
Kara Destrampe, Director of Operations

Absent: Roy Britz, County Commissioner

The agenda was adopted and the minutes from the April 2025 meeting of the Houghton County Department of Health and Human Services Board (Medical Care Facility portion) were reviewed and approved as written.

Public comment: None

The April 2025 MCF Vouchers were reviewed and approved.

The CEO/Administrator welcomed Ben Larsen and Steven Aho from Moyle to speak to the Board about leasing Canal View ~ Houghton County Property. Moyle is interested in a long-term lease at \$5,000/year for x number of years. They hope that consideration is taken as their project has been approved by all parties and is moving forward. They requested a counter back from the Board. The CEO/Administrator will reach out to Ben with the proposal from Canal View.

The CEO/Administrator welcomed Renee Beniak the Executive Director of the MCMCFC to present on the importance of a County owned facility. Renee presented to the Board and answered all questions the Board members had. We thanked her for her presentation and for all she does for Canal View ~ Houghton County.

The CEO/Administrator updated the Board as to the Facility's current occupancy status and average occupancy rates for April 2025. The CEO/Administrator updated the Board on the current inquiry list numbers.

The CEO/Administrator updated the Board on Mediation with the Independent Nurses Union. The next meeting is scheduled for Monday, May 19, 2025. The CEO/Administrator will update the Board with any changes.

The CEO/Administrator updated the Board on the storm drain/sewer update. Investigations have been completed and all lines are separate in the building but on the exterior of the building they all go to the water treatment facility. The City of Hancock is seeing the additional storm water at the water treatment

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facility. Next steps would be to have OHM put a proposal and drawings together in order to address the situation. Motion made by Christy Hilgers and supported by James Tervo to move forward with OHM to get a proposal for the scope of the project. Motion passed. Once the proposal is obtained, they would like to talk to the City of Hancock to discuss sharing the costs moving forward.

The CEO/Administrator updated the Board on the Millage Advertising Account. The CEO/Administrator updated the Board that he has reached out for donations for millage advertising. Once enough funds are received, newspaper quotes and radio quotes will be obtained.

The CEO/Administrator updated the Board that the facility will need new IT Access Points beginning in January. The CEO/Administrator suggested we can update these all at once or in phases. Motion made by Jim Tervo and supported by Christy Hilgers to obtain a quote to replace all at once. Motion passed.

The CFO distributed the April financial statements to the Board and they were reviewed. A motion was made by Jim Tervo and supported by Christy Hilgers to accept the financial reports. Motion passed. The CFO also updated the Board on the current A/R aging as well as the current Audit updates. The CFO updated the Board that the Auditor will present the Audited Financial Statements in June.

The Board approved the engagement letter from Plante Moran on restructuring at a cost of \$50,000 plus any related costs incurred. Motion made by Christy Hilgers and supported by Jim Tervo. Motion passed.

The Board approved the sending of the Director and Assistant Director of Facilities to the HCAM Life Safety Bootcamp on July 17, 2025 in Bay City. This is a one-day event but there will be hotel and meal costs associated with this trip. Motion made by Jim Tervo and supported by Christy Hilgers. Motion passed.

The Board approved the quote for the ZIX / OpenText renewal services in the amount of \$6,491.59 for email services for 12 months. Motion made by Jim Tervo and supported by Christy Hilgers. Motion passed.

The Board was updated on the facility's cost savings initiative. The facility will see a cost savings of approximately \$15,000 by not renewing various IT renewals that are no longer necessary moving to Microsoft 365.

There being no further business the Board adjourned at 10:52 a.m.



Ed Jenich, Chairman



Adam R. Laplander, Secretary