

**Emmet County Department of Human Services
Board Meeting Minutes
June 18, 2009**

Board Members present: Fred Rogers, Board chairperson
Mary Horan, Board vice-chairperson
Patricia Frisbey, Board member

Board Member absent: None

Staff Members present: Diana L. Bailey, LNHA, MBA, Executive Director
Michael Greer, CPA, Director of Financial Services
Janet R. VandenBerg, ALS, Executive Assistant

Staff Members absent: None

Others present: Leroy Gregory, Board Liaison/County Commissioner
Kathy Abbott, Esq., Civil Counsel

Fred Rogers, board chairperson called the meeting to order at 10:03 a.m.

PUBLIC COMMENT: None

I. APPROVAL OF MINUTES:

Mr. Rogers asked if there were any additions or corrections to the regular meeting minutes of May 28, 2009.

Mrs. Horan made a motion to accept the meeting minutes as distributed and supported by Mrs. Frisbey. Voice votes taken and motion carried.

II. EXECUTIVE DIRECTOR :

- A. **Contracts** – Mrs. Bailey mentioned that both the Hospice of Little Traverse Bay and Allied EMS on hold due to recent Medicaid changes.
- B. **County Finance Meeting** - Mrs. Bailey reviewed with the Board the recent meeting that Mike and she attended. Discussion held as to the operational millage and proposed building project. Going for an operational millage would assist with the potential eight (8%) percent cut in Medicaid proposed. One-quarter ($\frac{1}{4}$) mill would bring in approximately \$700,000 annually.
- C. **Optimus EMR** – Mrs. Bailey mentioned that step two has been initiated and that In approximately four months they will be adding physician orders and medications.
- D. **Coors family** – Mrs. Bailey discussed with the Board concerns brought forth by the family of the resident. Status has not changed and two facility physicians will not approve release wheelchair for use by resident due to security measures. Mrs. Bailey is requesting the insurance company regarding liability to due a risk

management assessment on the issue. Further discussion held. Mrs. Bailey mentioned the state would review the situation as well. Discussion also held on purchasing additional cameras.

- E. **Stimulus Money** – Mrs. Bailey made the board aware that the County did not receive any “green energy” money for facility concerns.
- F. **Grants** – Mrs. Bailey indicated she is reviewing information available on some potential IT funding for computer(s). She also did a grant to the State of Michigan in regards to Emergency Management to purchase slides to evacuate residents from Facility in case of fire, etc. They will be stored in various utility closets. No funds received to date.
- G. **Construction/Building Issues** – Mrs. Bailey brought to the board’s attention that repairs have been made to the cupolas on Lilac/Trillium Dining Rooms due to construction issues. She also mentioned the concerns addressed by the current fire inspector with our fire alarm system sensors as several of these devices are too close to the air intake vents and will need to be taken care of. She also mentioned about a roof repair that is needed that would presently cost \$3,800 to repair, as the roof area is not draining properly. If not done now it could cost a great deal more. Scott is working with Lyn Johnson as this is a construction issue she believes.
- H. **Title VI Plan** – Mrs. Bailey mentioned she mailed the Board copies of this agreement is a requirement by State of Michigan for our vehicle. Kathy Abbott reviewed the agreement and had a concern that needs addressed. On Page 3, Section V – “... subject to review by the transit attorney”, and Kathy feels it should be “Bay Bluffs’ attorney”.

Mrs. Horan made a motion to authorize chair to sign the Agreement regarding the Title VI plan and was supported by Mrs. Frisbey. Voice votes held and motion carried.

IV. **DIRECTOR OF FINANCIAL SERVICES –**

- A. **Cash Report** – Mr. Greer distributed copies in packets of the Cash Report ending May 31, 2009. Mr. Greer reviewed with the board the report, and answered questions.
- B. **Financial Report** – Mr. Greer also distributed copies in packets of the Financial Report ending April 30, 2009. Discussion held and questions answered.

Mrs. Horan made a motion to accept the Cash Report ending May 31, 2009 and the Financial Report ending April 30, 2009 as distributed and supported by Mrs. Frisbey. Voice votes held and motion carried.

- D. **Accounts Payable/Pre-Pays** – These items were discussed and approved earlier as follows: **06/12/09 - \$143,116.12; and 6/18/09 - \$129,116.62 for a total of \$272,232.74.**

Mrs. Horan made a motion to approve bills for June as presented for payment. Mrs. Frisbey supported the motion. Roll call vote – Fred Rogers (YES), Mary Horan (YES), and Patricia Frisbey (YES). Roll call vote carried.

E. **Workers' Compensation issue** – Mr. Greer made the board aware of a trial set for 7/23/09 and explained that we will probably have to go into closed session at the July meeting.

V. **OLD BUSINESS – None**

VI. **NEW BUSINESS – None**

VII. **NEWSPAPER ARTICLES / LETTERS – None**

VIII. **ADJOURNMENT** – Mrs. Frisbey made a motion, supported by Mrs. Horan to adjourn the meeting at 11:04 a.m.

XI. **NEXT MEETING** – The next regular scheduled meeting is for Thursday, July 16, 2009 with the Finance Meeting at 8:45 a.m. and the Board Meeting at 10 a.m.

Date

Fred Rogers, ECDHS Board Chairperson

Date

Diana L. Bailey LNHA, MBA, Executive Director
Designated Secretary to the ECDHS Board

Date

Janet R. VandenBerg ALS, Recording Secretary

pc: Fred Rogers, Mary Horan, Patricia Frisbey, Kathy Abbott, Leroy Gregory, Toni Wiltse, Gail Martin, Noreen Strange, and Jack Jones