



Bay Bluffs – ECMCF

Emmet County Department of Health & Human Services Board

Board Meeting Minutes

April 15, 2021

Gayle Mroczkowski, Board Chair, called the meeting to order at 10:01 a.m. via Zoom Video Conference Service

Board Members Present:	Gayle Mroczkowski Carol Hansen Manny Cordova
Board Members Absent:	None
Staff Present:	Michael Greer, Chief Financial Officer Lisa Ashley, Administrator
Others Present:	Robert Engel, Civil Counsel Charlie MacInnis, Emmet County Commissioner Paul Blanchard MD, Medical Director
Staff Absent:	Kristen Smith, Executive Assistant
Guests Present:	Toni Drier, Mike Reeves, Dave Boyer

Consent Agenda: Ms. Mroczkowski clarified that the Rules of Procedure would not be discussed today. Ms. Ashley confirmed, all changes discussed at March meeting had been made, they simply needed to be approved via the consent agenda today, unless there was other discussion. **Mr. Cordova motioned to approve the consent agenda. Ms. Hansen supported, no further discussion. Roll call vote taken: Ms. Mroczkowski (YES), Ms. Hansen (YES), Mr. Cordova (YES). Motion carries.**

DHHS/ Bay Bluffs Board Chairwoman's Report

- Ms. Mroczkowski thanked Ms. Smith and Ms. Berg (HR Director) for their work on the evaluation document that will be used for Ms. Ashley's annual evaluation. She will collate results after they are received and will share with Board members. She and the Board members will present Ms. Ashley's evaluation during closed session at the end of the May meeting. Ms. Mroczkowski shared that Grandvue Medical Care Facility has hired a new administrator, and is struggling with many of the same challenges as Bay Bluffs. They have a 44% staff vaccination rate, recent staff positive cases and their census is dropping.

- **Pandemic Response and Recovery Report:** Ms. Ashley shared that staffing is the biggest issue with rebuilding census. Nikki Devitt of the Petoskey Chamber of Commerce, recently shared in a newspaper article that many Petoskey area businesses are facing staffing challenges. Ms. Ashley shared that unlike many other facilities, Bay Bluffs has not had to rely on contract nurse and CENA staff to supplement staffing. Contract nurses receive about 4x the regular wage. There were 5 hires in the nursing department in the first quarter of 2021 (RNs, LPNs and CENAs). There were 13 candidates with 7 offers made. Others didn't pass background checks or didn't follow through with scheduling interviews or otherwise didn't meet Bay Bluffs' standards. In Q1 there was 1 retirement, 1 termination for attendance issues, 1 termination for conduct and 6 contingent employees removed from employment due to not completing requirements. There were other employees that moved from full time to part time or contingent positions for various reasons. Bay Bluffs currently has 5 open nurse positions and 8 open CENA positions, and is hosting another CENA training class in the near future. She gave an update on visitation, sharing that visitation is still happening on a limited basis due to the need for a private space. As far as admissions are concerned, Bay Bluffs is working through its' long term care wait list. Admissions are coming to Bay Bluffs much much sicker than before. Many haven't sought medical care, resulting in higher acuity and lots of wounds. Ms. Ashley shared some updates on vaccination. There are currently 11 Residents and employees waiting on their second dose of the Moderna Covid-19 vaccine. She is coordinating with the LTTBB Tribal Health Center to provide an additional clinic to complete the vaccination series for those individuals. Ms. Ashley gave an update on employee testing. CMS currently has Emmet County listed with a 12.1% positivity rate. MDHHS and the local health department have Emmet County listed with a positivity rate of over 17%. Staff are currently processing and reporting over 300 tests per week, and will continue to do so for the foreseeable future, in order to meet regulatory requirements. There have been over 500 regulatory changes since March 2020, which is an incredible burden on the staff. As far as the renovation project is concerned, Ms. Ashley shared that there have been contractors test positive for Covid, so work has slowed down. She is working with the general contractor and individual vendors to make sure that all contractors on the Bay Bluffs campus are following the appropriate safety protocols. Ms. Hansen asked if there can be an incentive offered to encourage staff to get the vaccine. Ms. Ashley explained that while it has been done previously with flu shots, she wants to encourage to do this for the right reasons and with clear information. Dr. Blanchard wrote a letter to staff that will be shared with them this week with more information on the vaccine. There are employees that have decided to be vaccinated and are signing up through community clinics. Bay Bluffs has over 50% of employees vaccinated, which is higher than the national average for nursing home staff. She attributes this to relationship and trust building, and would rather focus on continuing improvement there, rather than throwing money at the problem.
- **Medical Director's Report:** Bay Bluffs' Medical Director, Dr. Paul Blanchard MD, was previously invited to join the meeting. Ms. Mroczkowski thanked him for all of his hard work during the pandemic. He stated that the main thing to focus on is that Bay Bluffs has not had a major outbreak. There has been one Resident that tested positive through this whole thing, and that

person did not have any symptoms. This cannot be overstated. He shared that he has had personal involvement with other area facilities that have had large outbreaks. There is one local facility that had every one of their Residents contract Covid, and experienced a lot of death. This provides perspective and context for Bay Bluffs' achievement. He credits this to the remarkable efforts by Bay Bluffs, including multi-disciplinary decision making and execution of plans. It is important to recognize that while there has been some psycho-social distress due to isolation from loved ones, it doesn't compare to the fear that everyone felt 12 months ago. He believes that the Bay Bluffs team is doing a good job balancing Residents' physical health with their psycho-social needs. Nearly 90% of Residents and over 50% of staff are vaccinated. Bay Bluffs has provided open, transparent and easily acceptable factual information in a non-coercive manner to staff on many occasions. He stated that it is important to remember and respect individual decision making autonomy. He is finding that staff are willing to listen. He shared that Bay Bluffs made it very easy on employees to be vaccinated there, and gave them ample opportunity to do so. There have been 3 employee positives in the past week. Resident visits are limited by government regulation. One of the sources in difficulty in re-opening is unvaccinated staff. The only way out of the pandemic is through vaccination. He said that it is crystal clear that the unvaccinated and reservoirs of infections, and the virus will continue to mutate in unvaccinated populations. 54% of Emmet County has received at least one dose of the vaccine. The Johnson & Johnson pause will likely not impact Emmet County, at least not significantly. In his opinion, this pause is a testimony to how much detail and care is being taken by the FDA in monitoring after effects. Ms. Hansen asked if he believes that this pause will contribute to vaccine hesitancy, and how do we combat that. He believes that everyone should be treated as an individual, and should be asked questions to find out their hesitations. There is a small segment of the population looking for any reason to not be vaccinated, and of course they will point to this. The chances of dying of Covid are higher than the minor risk of having adverse events. There is no way to devise a product designed to stimulate the immune system that is absolutely free of adverse events in the entire population. There will be criticism of the process no matter what. Mr. MacInnis asked why nursing homes can't require that employees be vaccinated. Dr. Blanchard responded that it is due to respect for individual autonomy. There is no legal recourse to require vaccines for work. Ms. Ashley added that while Bay Bluffs is required to check employee vaccination status for other vaccines, they are not able to require the vaccine. Bay Bluffs is required to have appropriate safety measures in place for unvaccinated staff. Employment law may allow for mandating the vaccine, but it would lead to issues with employee retention, lawsuits, etc. Every health facility in the area is understaffed. Bay Bluffs cannot afford to lose staff because there is no one to hire. Ms. Mroczkowski asked Dr. Blanchard for his opinion on why Michigan is leading the country in new cases. In his opinion, the death rate would have been higher without earlier restrictions. Total numbers are higher than they were in November, but there are fewer critically ill cases. He is hopeful that after this wave, vaccination will continue to rise and future waves will be smaller. There is obvious pandemic fatigue, and there will be resistance to continued precautions. The Board thanked him again for his efforts, and he said that the ones that should be thanked are the staff at Bay Bluffs.

Chief Financial Officer's Report

○ Financial Dashboard

- **February 2021 Finance Report:** The [financial report](#) for the month of February 2021 was included in packets. Mr. Greer reviewed and explained this report to the Board. He noted that Bay Bluffs received 6 months' worth of QMI payments mid-April. He also explained that the PPP loan shows as deferred revenue until it is forgiven. He is working with First Community Bank of submitting documentation for forgiveness in the near future. **Ms. Hansen motioned to approve the financial report. Mr. Cordova supported. Roll call vote: Ms. Mroczkowski (YES), Ms. Hansen (YES), Mr. Cordova (YES). Motion carries.**
- **Payables:** The payables presented were approved for the period ending April 15, 2021 in the amount of \$408,173.23. **Mr. Cordova motioned to approve the payables as presented. Ms. Hansen supported; no further discussion. Roll call vote: Ms. Mroczkowski (YES), Ms. Hansen (YES), Mr. Cordova (YES). Motion carries.**
- **Contracts:**
 - **Plante/Moran Annual Audit Engagement:** This was discussed at last month's meeting. Mr. Engel has reviewed and has no concerns. This engagement is for Plante/Moran to perform an audit of Bay Bluffs' financials. **Mr. Cordova motioned to approve the Plante/Moran Annual Audit Engagement. Ms. Hansen supported. Roll call vote: Ms. Mroczkowski (YES), Ms. Hansen (YES), Mr. Cordova (YES). Motion carries.**
 - **HPSI Membership Agreement:** HPSI is a Group Purchasing Organization that Bay Bluffs has belonged to for a very long time. This is an updated to the membership agreement- there is no fee attached. Some of Bay Bluffs' primary vendors belong to the GPO, which provides discounts to members. HPSI edited the document based on some of Mr. Engel's feedback. There is a concern related to confidentiality of pricing. Board members discussed, and feel that the benefits outweigh any potential concerns. **Mr. Cordova motioned to approve the HPSI Membership Agreement. Ms. Hansen supported; no further discussion. Roll call vote taken: Ms. Mroczkowski (YES), Ms. Hansen (YES), Mr. Cordova (YES).**
- **Capital Expenditures:** None.

New Business:

- **Letter of Understanding with Emmet County- Building Maintenance:** Ms. Ashley shared that this LOU clarifies responsibility for specific costs, particularly those stemming from Life Safety Code. There have been no Civil Monetary Penalties for Life Safety Code Violations, at least since 2016. The LOU was drafted by Steve Girard and Mr. Engel. **Ms. Hansen motioned to approve the Letter of Understanding with Emmet County for Building Maintenance. Mr.**

Cordova supported. No further discussion. Roll call vote taken: Ms. Mroczkowski (YES), Ms. Hansen (YES), Mr. Cordova (YES). Motion carries.

Old Business:

- **Emmet County Bond Repayment:** Mr. Greer presented a census driven repayment plan, which was a collaborative effort with County staff. Board members discussed census driven repayment. Ms. Ashley recommends that the Board make a good faith payment towards the outstanding \$55,000.00 from 2020. Mr. Reaves suggested that the Board hold a special meeting before the May meeting to move this census driven repayment plan forward. He stated that this needs to be finalized before Bay Bluffs will be allowed to come before the Board of Commissioners for any further capital discussions. Mr. Cordova suggests making a payment of \$27,500 (50% of the outstanding 2020 balance remaining), and asked Mr. Greer if that is possible. Mr. Greer confirmed that it was. **Mr. Cordova motioned to make a payment of \$27,500 to the County for loan repayment. Ms. Hansen supported. No further discussion. Roll call vote taken. Ms. Mroczkowski (YES), Ms. Hansen (YES), Mr. Cordova (YES). Motion carries.**
- **Facility Assessment:** Ms. Ashley shared with the Board that she is still waiting on the report and will update once she has received.

Public Comment: None

Recap & Summary: The Board approved the LOU regarding maintenance and are working on the LOU regarding loan repayment. This may be discussed at a special meeting prior to the May meeting. The Board approved the HSPI agreement and the Plante/Moran engagement letter. The Board approved \$27,500 towards the 2020 loan repayment as a sign of good faith. Ms. Ashley will let the Board know how they can contribute towards Long Term Care week.

Adjournment: Ms. Hansen motioned to adjourn. Mr. Cordova supported; no further discussion. Roll call vote taken: Ms. Mroczkowski (YES), Ms. Hansen (YES), Mr. Cordova (YES). Motion carries. Regular Meeting adjourned at 12:04 pm.

Upcoming Meetings:

- The next Regular Meeting is scheduled for May 20, 2021 in the Bay Bluffs Conference Room at 10 a.m.

Date

Gayle Mroczkowski, Chairperson

Date

Lisa Ashley, Recording Secretary

Copies to: Gayle Mroczkowski, Carol Hansen, Manny Cordova, Robert Engel, Charlie MacInnis, Lisa Ashley, and Michael Greer.