



Bay Bluffs – ECMCF

Emmet County Department of Health & Human Services Board
Board Meeting Minutes
August 19, 2021

Gayle Mroczkowski, Board Chair, called the meeting to order at 10:01 at the Harbor Springs Airport Conference Room (8350 M-119, Harbor Springs).

Board Members Present: Gayle Mroczkowski
Carol Hansen
Manny Cordova

Board Members Absent: None

Staff Present: Michael Greer, Chief Financial Officer
Lisa Ashley, Administrator
Kristen Smith, Executive Assistant

Others Present: Charlie MacInnis, Emmet County Commissioner

Staff Absent: None

Guests Present: None

Consent Agenda:

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 shared that she had heard compliments of Bay Bluffs regarding care provided. She remarked on the longevity of staff shared in the Team Communications that Ms. Ashley provided.

Pandemic Response and Recovery Report: Ms. Ashley shared that long term care residents and staff are at the top of the list to receive the booster vaccine. It is recommended that that dose is given approximately 8 months after initial dose, which for Bay Bluffs staff and residents would be in October. Bay Bluffs will likely partner with Walgreens again.

Ms. Ashley shared that a vaccine mandate has come down from CMS. Bay Bluffs currently has 53 employees that are unvaccinated, and expects that 25-30% of those will choose to leave employment if they are required to be vaccinated. It will be helpful to Bay Bluffs if other healthcare workers end up

being included- hospital employees, primary care physician staff, etc. Long term care facilities have been reporting vaccine data since May. Nationally, there is a 50% vaccination rate in long term care staff, and 30% of the COVID related deaths nationally occurred in nursing homes. This will impact staffing and quality of care, along with staff morale. Regional cases are increasing. Bay Bluffs is one of the few county care facilities in the state without a current outbreak. Bay Bluffs has a current census of 81 with 2 rehab beds available. There is a max census of 83 right now due to staffing. New monies have been made available to nursing homes that have experienced a more than 5% decrease in census. Bay Bluffs is eligible for these and will receive approximately \$360,000 for the first three quarters of 2021.

Chief Financial Officer's Report

- **Financial Dashboard**

- **June 2021 Finance Report:** The [financial report](#) for the month of June 2021 was included in packets. Mr. Greer reviewed and explained this report to the Board. **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 August 19, 2021 in the amount of \$384,153.91. **Ms. Hansen motioned to approve the payables as presented. Mr. Cordova supported; no further discussion. Roll call vote: Ms. Mroczkowski (YES), Ms. Hansen (YES), Mr. Cordova (YES). Motion carries.** There was discussion of who would handle Accounts Payable review each month. Mr. Cordova volunteered to do the review for the months of September, October, November and December.
- **2021/2022 Private Pay Room Rate:** Mr. Greer discussed how the private pay rate is set. He recommends, based on Plante Moran's recommendations, that Bay Bluffs private pay rate be set at \$350 per day. **Ms. Hansen motioned that the Bay Bluffs private pay rate be set at \$350 per day, effective October 1, 2021. Mr. Cordova supported; no further discussion. Roll call vote: Ms. Mroczkowski (YES), Ms. Hansen (YES), Mr. Cordova (YES). Motion carries.**
- **Senior Millage Application Approval:** Mr. Greer explained that the Bay Bluffs application would request \$15,000 for 2022. **Mr. Cordova motioned to approve the Senior Millage Application and authorize Ms. Mroczkowski to sign said application. Ms. Hansen supported; no further discussion. Roll call vote: Ms. Mroczkowski (YES), Ms. Hansen (YES), Mr. Cordova (YES). Motion carries. Ms. Mroczkowski made a motion to approve the Affirmation of Nondiscrimination Policy. Mr. Cordova supported; no further discussion. Roll call vote: Ms. Mroczkowski (YES), Ms. Hansen (YES), Mr. Cordova (YES). Motion carries.**
- **Contracts:**
 - **McLaren Hospice (renewal):** Ms. Ashley requested that the Board approve the renewal of the agreement with McLaren Hospice. There is no change in content from June of 2016, other than the name change from Vital Care to McLaren Hospice. **Ms. Hansen motioned to approve the renewal of the agreement with**

McLaren Hospice. Mr. Cordova supported; no further discussion. Roll call vote: Ms. Mroczkowski (YES), Ms. Hansen (YES), Mr. Cordova (YES). Motion carries.

- **Northstar Palliative Care (new):** Ms. Ashley explained that Northstar Palliative Care is part of Hospice of Michigan. The palliative care program supports those that are not eligible for Hospice care. This is billed through patient insurance, there is no cost to Bay Bluffs. **Ms. Hansen motioned to approve the agreement with Northstar Palliative Care. Mr. Cordova supported; no further discussion. Roll call vote: Ms. Mroczkowski (YES), Ms. Hansen (YES), Mr. Cordova (YES). Motion carries.**
- **Credentialing: Dr. Michelle LaFave (new):** Ms. Ashley explained that Dr. Michelle LaFave is the palliative care physician with Northstar Palliative Care. The agreement requires credentialing of the physician. Dr. Blanchard has reviewed and signed off on Dr. LaFave's credentialing application. **Mr. Cordova motioned to approve Dr. Michelle LaFave's credentialing application. Ms. Hansen supported; no further discussion. Roll call vote: Ms. Mroczkowski (YES), Ms. Hansen (YES), Mr. Cordova (YES). Motion carries.**
- **Novello, formerly Northern Physician Organization (renewal):** Ms. Ashley explained that Dr. Blanchard and Dr. Jackson belong to Novello. This agreement allows Bay Bluffs to be a preferred provider. There is no cost to Bay Bluffs to belong. **Ms. Mroczkowski motioned to approve the agreement with Novello. Ms. Hansen supported; no further discussion. Roll call vote: Ms. Mroczkowski (YES), Ms. Hansen (YES), Mr. Cordova (YES). Motion carries.**
- **Capital Expenditures:**
 - **John E. Green- water pump:** Mr. Greer and Ms. Ashley explained that replacing the water pump is an urgent need due to significant plumbing issues. **Ms. Hansen motioned to approve quote from John E. Green in the amount of \$7,300.00 for the replacement of a water pump. Mr. Cordova supported; no further discussion. Roll call vote: Ms. Mroczkowski (YES), Ms. Hansen (YES), Mr. Cordova (YES). Motion carries.**
 - **Server:** Mr. Greer explained the need for a new server. Power fluctuations fried the power supply to the current server. It is now running on redundancy, which means that the server is vulnerable. A new server has been recommended by Common Angle. **Ms. Mroczkowski motioned to approve the purchase of a new server, in an amount not to exceed \$16,744.00. Ms. Hansen supported; no further discussion. Roll call vote: Ms. Mroczkowski (YES), Ms. Hansen (YES), Mr. Cordova (YES). Motion carries.**

New Business: Ms. Ashley informed the Board that CMS requires an annual review of the Quality Assurance Program by the Board. There was a discussion of the CASPER report and the basis of the 5 star rating. Mr. Cordova requested that Board members be given access to PolicyStat so that they are able to review policies as needed.

Old Business: Ms. Ashley educated the Board on campaigning by public officials.

Public Comment: None

Recap & Summary: Ms. Ashley will give Board members access to PolicyStat. Ms. Ashley will keep the Board apprised as to the vaccine mandate. Mr. Cordova will review Accounts Payable for the months of September, October, November and December.

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 11:59 a.m.

Upcoming Meetings:

- The next Regular Meeting is scheduled for September 16, 2021 in the Bay Bluffs Conference Room at 10 a.m.

Date

Gayle Mroczkowski, Chairperson

Date

Kristen Smith, Recording Secretary

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