



Bay Bluffs – ECMCF
Emmet County Department of Health & Human Services Board
Board Meeting Minutes
September 16, 2021

Gayle Mroczkowski, Board Chair, called the meeting to order at 10:03 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 informed the Board that she had been told by Maureen Clore that Ms. Hansen will be appointed to the DHHS Board for another term. This process will be completed by October 1. Grandvue Medical Care Facility in East Jordan has shared some of their difficulties with regards to staffing and admissions. Their wages are substantially higher than Bay Bluffs wages due to their operating millage. Ms. Mroczkowski and Mr. Cordova both commended Bay Bluffs for their hard work.

Pandemic Response and Recovery Report: Ms. Ashley shared that an employee tested positive for Covid-19. Although this person had not been in the building for a few days when they tested positive, Bay Bluffs was still treating it as an outbreak. All staff and residents, regardless of vaccination status, were PCR tested twice over 14 days. Unvaccinated staff are still being tested twice weekly due to community spread. CMS has recently updated expectations for testing, and is now referring to the CDC for daily data review. Staffing continues to be a major concern. Three fully vaccinated employees have resigned and will be working outside of healthcare. Unvaccinated staff continue to be anxious about the pending vaccine mandate. Losing them would be devastating. Ms. Ashley believes that approximately 50% of the unvaccinated staff will end up taking the vaccine, which will dramatically impact staffing. Ms. Ashley informed the Board that there are currently 60

people on the long term care admissions waiting list. She is not willing to sacrifice quality of care for current residents, or put more stress on staff. Mr. Greer is providing a wage to benefits analysis for staff. Ms. Ashley discussed that these are issues that the entire healthcare system is facing, not unique to Bay Bluffs.

Chief Financial Officer's Report

- **Financial Dashboard**
 - **Payroll Protection Program:** Mr. Greer shared with the Board that Bay Bluffs' PPP loan was approved for forgiveness.
 - **July 2021 Finance Report:** The [financial report](#) for the month of July 2021 was included in packets. Mr. Greer reviewed and explained this report to the Board. **Mr. Cordova motioned to approve the financial report. Ms. Hansen 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 September 16, 2021 in the amount of \$253,051.51. **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.**
 - **Contracts:**
 - **Pharmacy:** Ms. Ashley informed the Board that the contract with the current pharmacy vendor expires in July 2022, and that she is looking into early termination options due to performance issues.
 - **Capital Expenditures: None New Business: None**

Old Business:

- **Dining Room Remodel Update:** Ms. Ashley is hopeful that inspections to the dining rooms will take place in early October and hopes to have more detail at the next Board meeting.
- **Capital Millage Update:** Ms. Ashley has a meeting coming up with the Foundation Board, and will share updated with Board members after that meeting.

Public Comment: None

Recap & Summary: Ms. Ashley will update the Board on the pharmacy contract and capital millage.

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 11:17.

Upcoming Meetings:

- The next Regular Meeting is scheduled for October 21, 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.