



MACOMB COUNTY
Martha T. Berry
MEDICAL CARE FACILITY
Serving the Community Since 1950
43533 Elizabeth Road | Mount Clemens, Michigan, 48043
Phone: 586-469-5265 | www.marthatberry.org

Governing Board
Janice Nearon
Dr. Patrick Thompson
Rev. Ralph Brown

Executive Director
Kevin Evans



DATE/TIME: Thursday, October 22, 2020, 10:30 AM

HUMAN SERVICES BOARD: Martha T. Berry Governing Board Meeting

COMMITTEE CHAIR: Janice Nearon

LOCATION: 43533 Elizabeth Road, Mount Clemens, Michigan, 48043

MINUTES

1. Call to Order

The meeting was called to order at 10:46 AM. Present for the meeting were Mrs. Janice Nearon in St. Clare Shores MI, Macomb Twp., Rev. Pat Thompson in Roseville MI, Macomb Twp., Rev. Ralph Brown in Sterling Heights MI, Macomb Twp.

Also present for the meeting were Kevin Evans, Carol Tucker, Christine Luyeho, Emily Pelyak, Jeff Ostermeyer, Patti Dib, and Tabitha Dluge.

Board Meeting was held by Zoom Conference call due to COVID-19 precaution in the building and MDHHS compliance requirement to document location of board members.

2. Adoption of Agenda

Rev. Thompson motioned to Adopt the Agenda as presented. Rev. Brown seconded the motion. **The Motion Passed.**

Vote Summary: (3 - 0 - 0)

Aye - Mrs. Janice Nearon, Rev. Pat Thompson, Rev. Ralph Brown

Nay - None

Abstain - None

3. Approval of Minutes

a) Approval of September 24th, 2020 Meeting Minutes

Rev. Brown motioned to Approve the September 24th, 2020 Meeting Minutes. Rev. Thompson seconded the motion. **The Motion Passed.**

Vote Summary: (3 - 0 - 0)

Aye - Mrs. Janice Nearon, Rev. Pat Thompson, Rev. Ralph Brown
Nay - None
Abstain - None

4. Public Participation

None.

5. Current Invoices

Rev. Thompson motioned to Receive and File Current Invoices. Rev. Brown seconded the motion. **The Motion Passed.**

Vote Summary: (3 - 0 - 0)

Aye - Mrs. Janice Nearon, Rev. Pat Thompson, Rev. Ralph Brown
Nay - None
Abstain - None

6. Finance - Jeff Ostermeyer and Emily Pelyak

a) Receive and File

Revenue & Expenses

Mr. Ostermeyer presented the Revenue and Expenses.

Check Registers

Mrs. Pelyak presented the Check Registers.

Average Daily Census

Mr. Ostermeyer presented the Average Daily Census. Mr. Evans presented some possible census trends from sister facilities and comparatively Martha T. Berry is doing better than those facilities in the area and the facility is slowly increasing it's census.

Rev. Thompson motioned to Receive and File all documents presented. Rev. Brown seconded the motion. **The Motion Passed.**

Vote Summary: (3 - 0 - 0)

Aye - Mrs. Janice Nearon, Rev. Pat Thompson, Rev. Ralph Brown
Nay - None
Abstain - None

b) Level of Care Determination -LOCD- Adjustment for 2018- Emily Pelyak

Mrs. Pelyak presented the Level of Care Determination (LOCD) for our Medicaid residents. Upon admittance nurses performs an Activities of Daily Living (ADL) that determines care of daily living for Medicaid and billing for the facility. Occasionally some are missed or not done on timely. The facility sent our MDS for training in 2018 when the new regulations came out with the hopes that

the LOCD would be done on time and in the correct way. This was unsuccessful and would like to write off the 2018 claims due to the LOCD not being done. Mrs. Pelyak will put all supporting documents together and bring the information to the next Facility Board Meeting.

7. Quality and Compliance - Christine Luyeho

a) Receive and File

Quality Assurance and Compliance Report /

Ms. Luyeho presented the Quality Assurance and Compliance Report and supporting documents.

Rev. Brown motioned to Adopt the Agenda as presented. Rev. Thompson seconded the motion. **The Motion Passed.**

Vote Summary: (3 - 0 - 0)

Aye - Mrs. Janice Nearon, Rev. Pat Thompson, Rev. Ralph Brown

Nay - None

Abstain - None

8. HR Director's Discussion - Carol Tucker

a) Receive and File

Union Summary

Mrs. Tucker presented the Union Summary.

Turnover and Personnel Report

Mrs. Tucker presented the Turnover and Personnel Report.

Rev. Thompson motioned to Receive and File all documents presented. Rev. Brown seconded the motion. **The Motion Passed.**

Vote Summary: (3 - 0 - 0)

Aye - Mrs. Janice Nearon, Rev. Pat Thompson, Rev. Ralph Brown

Nay - None

Abstain - None

b) Motion to add Loan Provision to MERS Agreement

Ms. Tucker presented the opportunity to allow employees to take loans from their 401A contribution. This will have no out of pocket costs for Martha T. Berry and would provide an added option for employees to use their retirement fund how they choose.

Rev. Thompson motioned to add Loan Provision to MERS Agreement. Rev. Brown seconded the motion. **The Motion Passed.**

Vote Summary: (3 - 0 - 0)

Aye - Mrs. Janice Nearon, Rev. Pat Thompson, Rev. Ralph Brown

Nay - None

Abstain - None

9. Approval Item(s)

a) Approve Policies

QAPI Monitoring /

QAPI Data Collections Systems /

QAPI Feedback /

QAI Change Process /

Reporting to Residents, Representatives and Families
/

MDS 3.0 Completion /

Interrupted Stay /

Crushed Medications /

Discharge Summary /

Special Needs /

Colostomy, Urostomy or Ileostomy Care /

Ms. Luyeho presented all policies.

Rev. Brown motioned to approve all policies presented. Rev. Thompson seconded the motion. **The Motion Passed.**

Vote Summary: (3 - 0 - 0)

Aye - Mrs. Janice Nearon, Rev. Pat Thompson, Rev. Ralph Brown

Nay - None

Abstain - None

10. Director's Report

Jeff Ostermeyer and Kevin Evans attended the HHS meeting and shared the budget for the next three years and included the .5 mil millage for 2021. It passed with the millage in, and now must pass the millage ordinance in November.

Our 2021 budget is conservative with a 190 census for the main revenue driver.

Mr. Evans spoke with Vickie Wolber, deputy executive and Stephen Smiegel regarding COVID19 costs. The facility expected the covid costs to end in July or August when the 3million dollar estimation of cares act money was requested. Through the end of the year, with hero pay and weekly required tests, Mr. Evans asked for an additional 3 million. Mr. Smiegel and Ms. Wolber recommended us to continue sending invoices for actual costs, and they will work to assure we have cares act money. Though there are many projects in the works using the cares act money, they recognize MTB staff and residents are the most vulnerable and should be a top priority for adjustments.

An old case from 2018 is in the process of being settled through our insurance company, with no out of pocket cost from the facility, as the insurance limits will be able to cover the settlement.

New regulations on visitation just came out, and includes mandatory testing of all visitors for COVID, including vendors, visitors and potentially board members. We can use the POC testing system for this.

Tabitha Dlugie started as an intern from the University of Michigan, and took the position of executive assistant about two years ago. She put in her resignation to pursue her career, with the last day of November 13. The board thanked her for her efforts and her service.

11. Adjournment

Rev. Brown motioned to Adjourn the meeting at 11:28 AM. Rev. Thompson seconded the motion. **The Motion Passed.**

Vote Summary: (3 - 0 - 0)

Aye - Mrs. Janice Nearon, Rev. Pat Thompson, Rev. Ralph Brown

Nay - None

Abstain - None