



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 24, 2019, 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 10:36. Present for the meeting were Janice Nearon, Rev. Patrick Thompson, and Rev. Ralph Brown.

Also present was Kevin Evans, Carol Tucker, Suzanne Stewart, Emily Pelyak, Jeff Ostermeyer, Patti Dib, and Tabitha Dluge.

2. Adoption of Agenda

Rev. Thompson motioned to Adopt the October 24th, 2019 agenda. Rev. Brown seconded the motion. **The Motion Passed.**

Vote Summary: (3 - 0 - 0)

Aye - Janice Nearon, Rev. Patrick Thompson, Rev. Ralph Brown

Nay - None

Abstain - None

3. Approval of Minutes

a) Approval of the September 26th, 2019 Board Meeting Minutes

Rev. Thompson motioned to Approve the September 26th, 2019 Board Meeting Minutes. Rev. Brown seconded the motion. **The Motion Passed.**

Vote Summary: (3 - 0 - 0)

Aye - Janice Nearon, Rev. Patrick Thompson, Rev. Ralph Brown

Nay - None

Abstain - None

4. Public Participation

None.

5. Current Invoices

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

Vote Summary: (3 - 0 - 0)

Aye - Janice Nearon, Rev. Patrick 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. Mr. Evans discussed OPEB and the cash flow stand point of the facility.

Check Registers

Mrs. Pelyak presented the Check Registers.

Average Daily Census

Mr. Ostermeyer presented the Average Daily Census.

Rev. Brown motioned to receive, and file all reports presented. Rev. Thompson seconded the motion. **The Motion Passed.**

Vote Summary: (3 - 0 - 0)

Aye - Janice Nearon, Rev. Patrick Thompson, Rev. Ralph Brown

Nay - None

Abstain - None

7. Quality and Compliance - Christine Luyeho

a) Receive and File

Quality and Compliance Report /

Mrs. Stewart presented the Quality and Compliance Report on behalf of Mrs. Luyeho. She presented the report from Vickie Burlew our consultant regarding the star rating. It is expected that our star rating will increase due to the increase in nursing staff over the course of the next month.

Rev. Thompson motioned to receive and file the Quality and Compliance Report. Rev. Brown seconded the motion. **The Motion Passed.**

Vote Summary: (3 - 0 - 0)

Aye - Janice Nearon, Rev. Patrick 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

Agency Report

Mrs. Tucker presented the Agency Report

Rev. Brown motioned to receive and file all reports presented. Rev. Thompson seconded the motion. **The Motion Passed.**

Vote Summary: (3 - 0 - 0)

Aye - Janice Nearon, Rev. Patrick Thompson, Rev. Ralph Brown

Nay - None

Abstain - None

9. Approval Item(s)

a) Approve Policies

Resident's Rights Regarding Treatment and Advance Directives /

Mrs. Stewart presented the Resident's Rights Regarding Treatment and Advance Directives Policy.

Do-Not-Resuscitate /

Mrs. Stewart presented the Do-Not-Resuscitate Policy.

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

Vote Summary: (3 - 0 - 0)

Aye - Janice Nearon, Rev. Patrick Thompson, Rev. Ralph Brown

Nay - None

Abstain - None

10. Director's Report

Mr. Evans presented the EDEN Team Draft Mission/Vision Summary. The team is working hard to complete it for next board meeting.

Mr. Evans discussed the Director Evaluation for next month's board meeting.

Mr. Evans requested from the board a one time thank you bonus to Jeffery Maeder for his hard work during the construction and for saving the facility tens of thousands of dollars over the course of the project. Mr. Maeder put in countless additional hours to assure the project was completed and had appropriate oversight.

Rev. Thompson motioned to provide a onetime bonus of \$5,000 to Jeffery Maeder. Rev. Brown seconded the motion. **The Motion Passed.**

Vote Summary: (3 - 0 - 0)

Aye - Janice Nearon, Rev. Patrick Thompson, Rev. Ralph Brown.

Nay - None

Abstain - None

Mr. Evans informed the board of two IRS Letters that state that the facility did not provide sufficient health care options to staff: This was an error by the IRS. A second IRS letter also alleged our new payroll company did not file timely. Carol Tucker is responding to the letters and will update the board on the status at the next board meeting.

11. Adjournment

Rev. Thompson motioned to adjourn meeting at 11:45 AM. Rev. Brown seconded the motion. **The Motion Passed.**

Vote Summary: (3 - 0 - 0)

Aye - Janice Nearon, Rev. Patrick Thompson, Rev. Ralph Brown.

Nay - None

Abstain - None