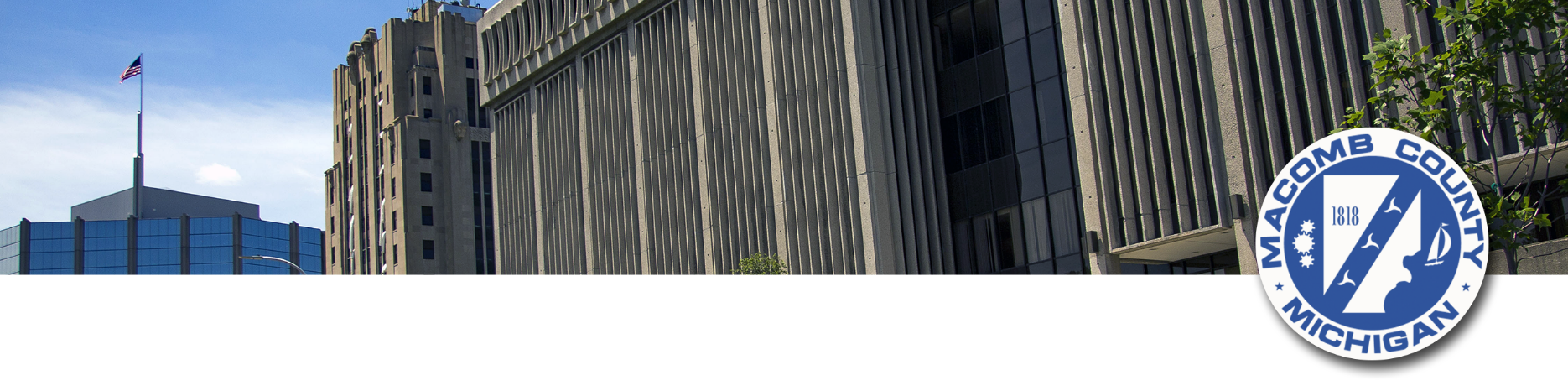
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**Governing Board**

Janice Nearon

Dr. Patrick Thompson

Rev. Ralph Brown

**Executive Director**

Kevin Evans

DATE/TIME: Friday, November 19, 2020 10:30 AM

HUMAN SERVICES BOARD: Martha T. Berry Governing Board Meeting

COMMITTEE CHAIR: Mrs. Janice Nearon

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

**MINUTES**

1. Call to Order /

The meeting was called to order at 10:40 a.m. Present for the meeting were Mrs. Janice Nearon in St. Clair Shores, MI, Rev. Patrick Thompson in Roseville, MI and Rev. Ralph Brown in Sterling Heights, MI. Also present were Kevin Evans, Carol Tucker, Suzanne Stewart, Christine Luyeho, Emily Pelyak, Patty Dibbs and Ginger Yahner.

The 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.

1. Adoption of Agenda /

a) November 19, 2020

Rev. Thompson motioned to adopt the November 19, 2020 agenda. Rev. Brown seconded the motion. **The Motion Passed.**

Vote Summary: (3 – 0 - 0)

Aye – Mrs. Nearon, Rev. Patrick Thompson, Rev. Ralph Brown

Nay – None

Abstain – None

3. Approval of Minutes /

a) October 22, 2020

Rev. Thompson motioned to approve the October 22, 2020 meeting minutes. Rev. Brown seconded the motion. **The Motion Passed.**

Vote Summary: (3 – 0 - 0)

Aye – Mrs. Nearon, Rev. Thompson, Rev. Brown

Nay – None

Abstain – None

4. Public Participation /

None

5. Current Invoices /

Rev. Thompson motioned to receive and file current invoices and payments as presented. Rev. Brown seconded the motion. **The Motion Passed.**

Vote Summary: (3 – 0 - 0)

Aye – Mrs. Nearon, Rev. Thompson, Rev. Brown

Nay – None

Abstain – None

6. Finance /

a) Receive and file

Revenue and expenses

Check registers 10/1/2020 – 10/31/2020

Average daily census – 186 YTD

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. Nearon, Rev. Thompson, Rev. Brown

Nay – None

Abstain – None

  Mr. Evans discussed the COVID-19 revenue for this month contained $580,000 and 1.1 million for the year in revenue. This helped to offset the over one million in COVID-19 expenses. Also, due to changes in rules, and omissions by previous social workers and MDS members, Martha T Berry MCF has received denials due to not getting Level of Care Determination (LOCD) tools into the state timely.

In 2019, the State required any facility at 2.5 stars or less for quality measures were to issue a plan of correction (PoC), then issue an update to the PoC. There has been no discussion this year or request for documentation on status until a week ago through the trade associations. Roughly half of the facilities that submitted PoCs did not send in an update (55 facilities in total, up from 8 the previous year) The trade associations are working with the state to resolve the communication concern.. Martha T Berry MCF goal is to work to become 5-Star in QMs. The facility will get roughly $300,000 annually when it becomes a 5-Star in QMs.

7. Quality Assurance and Compliance Report /

Ms. Luyeho presented the Quality Assurance and Compliance Report and supporting documents. Ongoing audits are in compliance. All resident verbalized concerns were addressed in the month of October with the exception of one awaiting delivery of dentures.

8. HR Director’s Discussion /

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. Patrick Thompson motioned to receive and file the Union Summary, Turnover and Personnel Report as provided. Rev. Ralph Brown seconded the motion. **The Motion Passed.**

Vote Summary: (3 – 0 - 0)

Aye – Mrs. Nearon, Rev. Thompson, Rev. Brown

Nay – None

Abstain – None

 9. Approval Item(s) /

None.

10. Director’s Report /

1. Mr. Evans asked the Board for approval to hire a COVID-19 Specialist. This would be a fulltime long-term temporary position. This position could last up to one and a half years. The COVID-19 Specialist would have several responsibilities including tracking and assisting for proper audits and inventory documentation, the primary person submitting the required 65 data points weekly on two platforms. Salary would be paid by way of grants and reimbursements.

Rev. Thompson motioned to hire a fulltime long-term temporary COVID-19 Specialist. Rev. Brown seconded the motion. **The Motion Passed.**

Vote Summary: (3 – 0 - 0)

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

Nay – None

Abstain – None

1. In Macomb County, 1 out of every 6 COVID-19 tested is coming back positive. Currently, employees at Martha T Berry MCF have tested positive. Mr. Evans and Mrs. Stewart have decided to place the facility in quarantine. This will limit the amount of movement through the units in an effort to keep residents and employees safe. Recently, MIOHSA gave the direction that requires facilities to prove why someone needs to be in the building. Administration is working on who fits guidance to work from home. A policy will be created with specific reasons why certain employees are not working from home. MIOSHA is fining companies $7000 per occurrence for not following the regulations.

In addition, there are concerns related to the isolation area. The recommendation is having specific staff only for COVID-19 positive residents. This would not be feasible for our facility. The facility has 29 beds in the isolation unit. If the facility used dedicated staff only, it would include approximately 13-14 staff members from different departments for 1 or 2 positive residents. We are currently awaiting confirmation from the State.

Mr. Evans is seeking support from the Board members to let us manage our residents coming in with COVID, but not be a hub that brings new residents with COVID into the facility. If a resident develops COVID at the facility, we would manage that. We will be looking for feedback from the State. The Board members gave their support to Mr. Evans, not to bring new residents into the facility with COVID-19.

1. Mr. Evans asked the Board members for their support in giving a hero pay bonus to all staff members. The funds would come from government healthcare possibly come from a third tranche of money expected to come directly from the federal government, and not to be reimbursed through county cares act funding. Discussions will be held with the unions and attorney Mr. Steve Girard as needed. A special Board meeting may be held if needed. The board supports the idea and the reasoning behind the need, and would like to review the final cash flow to assure MTB will have enough. Emily and Jeff O. will be reviewing cash flow and make recommendations.

 11. Adjournment /

Rev. Thompson motioned to adjourn the meeting at 11:44 a.m. Rev. Brown seconded the motion. **The Motion Passed.**

Vote Summary: (3 – 0 - 0)

Aye – Mrs. Nearon, Rev. Thompson, Rev. Brown

Nay – None

Abstain – None