



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, February 27, 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 10:39 AM. Present for the meeting were Rev. Ralph Brown, Janice Nearon.

Also Present for the meeting was Kevin Evans, Suzanne Stewart, Emily Pelyak, Jeff Ostermeyer, and Tabitha Dluge.

2. Adoption of Agenda

Rev. Brown motioned to adopt the agenda as presented. Mrs. Nearon seconded the motion. **The Motion Passed.**

Vote Summary: (2 - 0 - 0)

Aye - Mrs. Janice Nearon, Rev. Ralph Brown

Nay - None

Abstain - None

3. Approval of Minutes

a) Approval of the January 23rd, 2020 Meeting Minutes

Rev. Brown motioned to Approve the January 23rd Meeting Minutes. Mrs. Nearon seconded the motion. **The Motion Passed.**

Vote Summary: (2 - 0 - 0)

Aye - Mrs. Janice Nearon, Rev. Ralph Brown

Nay - None

Abstain - None

4. Public Participation

None.

5. Current Invoices

Rev. Brown motioned to Approve Current Invoices. Mrs. Nearon seconded the motion. **The Motion Passed.**

Vote Summary: (2 - 0 - 0)

Aye - Mrs. Janice Nearon, Rev. Ralph Brown

Nay - None

Abstain - None

6. Finance - Jeff Ostermeyer and Emily Pelyak

a) Receive and File - Motion

Revenue & Expenses

Mr. Ostermeyer presented a further explanation of the financials. Mr. Ostermeyer introduced a new document that further breaks down our facility expenses that will be added to the monthly board reports along with the revenue and expenses report.

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 documents presented. Mrs. Nearon seconded the motion. **The Motion Passed.**

Vote Summary: (2 - 0 - 0)

Aye - Mrs. Janice Nearon, Rev. Ralph Brown

Nay - None

Abstain - None

7. Quality and Compliance - Christine Luyeho

a) Receive and File - Motion

Quality Assurance and Compliance Report /

Mrs. Stewart presented the Quality and Compliance Report. Pressure ulcers increased from 7% in January to 9% in February due to a more in depth assessment and training of pressure ulcers in regards to what classifies as a pressure ulcer. All were caught early and treatment has started on the wounds that were found.

Mrs. Pelyak discussed the CMS Notice of Review in regards to Targeted Probs. They will be doing a random audit on charts to determine what was necessary and was not in regards to therapy and other treatment routes for the residents. Currently they have asked for 7 charts to review out of 20 they will be requesting. They will be providing education to inform staff and our physicians on charting.

Rev. Brown motioned to receive and file all documents presented. Mrs. Nearon seconded the motion. **The Motion Passed.**

Vote Summary: (2 - 0 - 0)

Aye - Mrs. Janice Nearon, Rev. Ralph Brown

Nay - None

Abstain - None

8. HR Director's Discussion - Carol Tucker

a) Receive and File - Motion

Union Summary

Mr. Evans presented the Union Summary on behalf of Mrs. Tucker.

Turnover and Personnel Report

Mr. Evans presented the Turnover and Personnel Report on behalf of Mrs. Tucker.

Agency Report

Mr. Evans presented the Agency Report on behalf of Mrs. Tucker. LPN agency is down to 0% for the month of January.

Rev. Brown motioned to receive and file all documents presented. Mrs. Nearon seconded the motion. **The Motion Passed.**

Vote Summary: (2 - 0 - 0)

Aye - Mrs. Janice Nearon, Rev. Ralph Brown

Nay - None

Abstain - None

9. Approval Item(s)

10. Director's Report

Mr. Evans discussed some topics that have been occurring at the facility and with the county. Also discussed was the staff changes we are making in regards to the RN increase, LPN change, and ADON position.

Steve Girard will be putting together an official resolution in regards to the millage payment.

11. Adjournment

Rev. Brown motioned to adjourn the meeting at 12:17 pm. Mrs. Nearon seconded the motion. **The Motion Passed.**

Vote Summary: (2 - 0 - 0)

Aye - Mrs. Janice Nearon, Rev. Ralph Brown

Nay - None

Abstain - None