

**MINUTES FOR:  
CASS COUNTY MEDICAL CARE FACILITY BOARD MEETING**

**February 27, 2023 9:00 a.m.**

In attendance: Vicki Vaughn (Board Chairperson), Diane Seifert (Member), Christian Lutes, (C.E.O.), Linda Duchon (Interim Administrator), Phil Alt (Contracted Accountant), Rayann Franco (Recording Minutes).

Guests: John Winfrey (Merit), Matthew Newton (County Administrator), Alan Panter (remotely), Jodi Nestich (remotely).

The meeting was called to order by Vicki Vaughn at 9:01 a.m.

Diane Seifert made the motion to accept the agenda as presented. Motion passed unanimously.

Diane Seifert made the motion to accept the monthly board meeting minutes as presented. Motion passed unanimously.

John Winfrey from Merit provided a presentation for the fiber services. He explained that the regeneration station has been installed on our property. Jodi Nestich from the county IT department recommended that the facility use Merit. The contract is for \$19,350.00. Diane Seifert made the motion to sign the contract from Merit. Motion passed unanimously.

Jody Nestich from the county IT department stated that the transition to the county providing IT services continues. An estimate in the amount of \$3,694.02 for a Lenovo core and a VGA adapter cable was presented. Diane Seifert made the motion to accept the bid as presented. Motion passed unanimously.

Alan Panter from Yeo and Yeo provided a presentation regarding the audit performed. He stated that the internal control measures that are in place was a good reflection on the management. He reported that the findings resulted in the facility receiving a clean statement.

Phil Alt reviewed the check register with the board members. Diane Seifert made the motion to accept the checks issued in the amount of \$328,168.74. Motion passed unanimously. Diane Seifert made the motion to accept the direct payments of \$305,616.29. Motion passed unanimously.

Phil Alt reported that the census has improved and has been trending in the right direction for the last four months. The goal is to have over 70 residents.

Phil Alt presented the December quarterly financial statement. Diane Seifert made the motion to accept the financial statement as presented. Motion passed unanimously.

Phil Alt explained the results of the Medicaid Cost Report Audit. Some leased expenses were moved to variable costs.

Rayann Franco reported that there were no corporate compliance investigations. Policies were submitted to the consultant for review.

Rayann Franco stated that the facility received a denial notice for a grant request from MEC.

Christian Lutes reported that there have not been any positive staff or resident COVID cases since last week. Activities are open and being well attended.

Christian Lutes reported that the search for a new administrator continues. There is one upcoming interview.

Christian Lutes reported that there was a photoshoot for the new brochures.

Linda Duchon stated that the transition to Remedi pharmacy will occur on March 1, 2023.

Christian Lutes reported that the new dishwasher has been installed. Plumbing work continues.

Christian Lutes reported that Rose Exterminators has been out several times to address the sewer flies. Maintenance is treating for this every day for the next five days then will do it on a monthly basis.

Christian Lutes stated that a written estimate is expected soon for the installation of vinyl flooring in the café.

Christian Lutes reported that the residents enjoyed a steak and lobster dinner for Valentine's Day.

Karen Salata provided a presentation regarding CMS and the five-star rating.

Diane Seifert made the motion to adjourn the meeting. The meeting adjourned at 11:23 a.m.

Respectfully submitted by:

Rayann Franco

\_\_\_\_\_ (Board Chairperson)

\_\_\_\_\_ (C.E.O.)