

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

March 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: Karen Salata, Jen Bata

The meeting was called to order by Vicki Vaughn at 9:02 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.

Phil Alt reviewed the check register with the board members. Diane Seifert made the motion to accept the checks issued in the amount of \$411,125.38. Motion passed unanimously. Diane Seifert made the motion to accept the direct payments of \$263,784.92. Motion passed unanimously.

Phil Alt reported that the census has improved and has been trending in the right direction. We have had several patients with advantage plans that only stay a short time.

Rayann Franco reported that there were no corporate compliance investigations.

Karen Salata provided a report regarding the annual survey. She explained that there were eleven concerns for the facility. Karen Salata stated that a Facility Reportable Incident was filed during the survey process based on a concern from a resident.

Jen Bata reported that there were five concerns for the life safety portion of the survey.

Christian Lutes reported that the search for a new administrator continues. A candidate will be interviewed tomorrow.

The estimates for the flooring were reviewed. Diane Seifert asked that the estimates provide a more detailed break down of the costs.

Protocol for employee holiday pay was reviewed. No changes were made.

Christian Lutes stated that the brochures for inpatient and outpatient services were almost complete. He stated that new pictures with people not wearing masks will be taken after the health emergency has ended.

An estimate for new controls for the HVAC system provided by RW LaPine was reviewed. Diane Seifert made the motion to have RW LaPine complete the work on the HVAC system and not to exceed the amount of \$22,000. Motion passed unanimously.

Christian Lutes reported that there are two upcoming conferences. The Joint Provider conference will be on April 11, 2023 and the MCMCF/MAC conference will be held April 24-26.

Due to the MCMCF/MAC conference, the next board meeting will be April 17, 2023.

Diane Seifert made the motion to adjourn the meeting. The meeting adjourned at 11:08 a.m.

Respectfully submitted by:

Rayann Franco

_____ (Board Chairperson)

_____ (C.E.O.)