

CCMCF BOARD MEETING

March 25, 2024

10:00 a.m.

1. Call to Order
2. Roll Call
3. Introduction of visitors and guests
4. Public Comments (limit 3 minutes/person)
5. Additions/Deletions to Agenda
6. Approval of the Agenda
7. Approval of the Minutes
8. Financial, Phil Alt and Jeremy Franks
 - a. Check Register
 - b. Recent Census
 - c. IRS Audit- ERC
9. Corporate Compliance
10. CECA Grant
11. IT Update – Policies, Forms, Job Descriptions, etc. are being uploaded
12. Covid Update – no resident cases
13. Threat Training Completed – AAR will report next month
14. MMCFC Media/Communication Grant Update
15. Complaint Survey – March 19
16. Lawn Contract
17. LARA – Police Report
18. Congressman Walberg’s Senior Day
19. Resident Rooms – Acrovyn Walls
20. Joint Provider – April 9
21. HCAM Conference March 20-21
22. MMCFC Conference June 10-13
23. Open Meetings Act
24. CCMCF Administrator Search
25. Employee Roster
26. Any Other Business That May Reasonably Come Before The Board
27. Board Member Comments/Announcements

Adjournment

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

February 26, 2024 10:00 a.m.

In attendance: Jennifer Rentfrow (Board Chairperson), Vicki Vaughn (Board Vice-Chairperson), Jeff Carmen (Member), Linda Duchon (Interim Administrator), Jeremy Franks (Director of Finance), Phil Alt (Accounting Consultant), Rayann Franco (Recording Minutes).

The meeting was called to order by Jennifer Rentfrow at 10:04 a.m.

Roll call: Members present – Jennifer Rentfrow, Vicki Vaughn, Jeff Carmen

Guests for Public Comment: Commissioner Roseann Marchetti, Commissioner Mary Howie, Rie Shimada.

Public comment: None

Additions/deletions to Agenda: None

Jeff Carmen made the motion that the agenda be accepted as presented. Vicki Vaughn supported the motion. Motion passed unanimously. Vicki Vaughn made the motion to go into closed session before the meeting adjourned to discuss employee termination. Board members, Linda Duchon and Rayann Franco to be present. Jeff Carmen supported the motion. Motion passed unanimously.

Jeff Carmen made the motion to approve the minutes as presented. Vicki Vaughn supported the motion. Motion passed unanimously.

Marshall Grate provided a presentation for Clark Hill for attorney services. Marshall Grate explained that the law firm has provided services for the facility for several years. He explained that Clark Hill works for several municipalities and can provide the facility services in healthcare law, human resources and can help with the administrator search. Marshall Grate reported that the facility does not have a lot of labor or legal issues.

Andy Rothman from Lebenbom and Rothman provided a presentation for attorney services. Andy Rothman stated that the firm can provide a variety of services including debt prevention, collections, guardianship/conservatorship, regulatory for surveys, civil monetary penalties, appeals for potential licensing sanctions and IDR's. The fee is \$325.00 per hour. Postage and copying fees are at no charge. There is a flat fee for asset searches. Grant Pecor stated that he concentrates in labor issues. The Michigan Medical Care Facility Council has negotiated a discounted rate for his services.

Alan Panter of Yeo & Yeo provided a presentation on the recent audit. Alan Panter reported that the audit went well. There were no audit findings or suggestions. He explained that it was a clean audit and unmodified opinion. The net service revenue has increased due to increased occupancy and

an increase in the Medicaid rate. Operating expenses have increased this year. Jeff Carmen made the motion to accept and file the audit from Yeo & Yeo. Vicki Vaughn supported the motion. Motion passed unanimously.

The check register was reviewed. Vicki Vaughn made the motion to approve the checks in the amount of \$489,045.66 and the direct payments of \$379,105.50. Jennifer Rentfrow supported the motion. Motion passed unanimously.

Phil Alt reported that the Medicaid settlements have started to come in. There will be future settlements.

The financial statements were reviewed. Jennifer Rentfrow made the motion to accept the financial statements as presented. Vicki Vaughn supported the motion. Motion passed unanimously.

Rayann Franco provided a report for Corporate Compliance. The facility was found to be in compliance for the latest audit.

Linda Duchon reported that there was a complaint survey by the State on February 21st. The survey was regarding a complaint and the drug diversion. The facility was found to be in more than substantial compliance.

Linda Duchon distributed the IT agreement that will be presented to the Board of Commissioners next month. Jennifer Rentfrow removed herself from the discussion and voting. Jeff Carmen made the motion to approve the IT agreement as presented. Vicki Vaughn supported the motion. The motion passed unanimously. Roll call: Yes (2) Jeff Carmen and Vicki Vaughn, Abstained (1) Jennifer Rentfrow.

Linda Duchon stated that there was one resident who has COVID. There has been an outbreak of influenza. KN95 masks are being worn. Dining and activities are closed. Linda Duchon reported that there is an adequate supply of PPE for this outbreak. Linda Duchon stated that it has been a challenge to staff with due to staff having COVID and influenza.

Linda Duchon stated that Michele Brady has started but was unable to attend this meeting due to the cases of influenza in the building. Linda Duchon stated that a RN nighttime supervisor has been hired.

Linda Duchon reported that Theresa DeLau will be at the facility as a consultant to Infection Control. Theresa DeLau will be reviewing policies and procedures.

Linda Duchon stated that Superior Health did a survey for infection control. Concerns are being addressed.

Linda Duchon reported that the Joint Provider Conference will be April 9th.

Linda Duchon reported that the ad on Indeed for the Administrator's position has been removed. Jeff Carmen suggested that an external search firm conduct the search and recruit candidates.

The contract for Linda Duchon was reviewed. Jeff Carmen made the motion that the contract be extended for one year and the hourly rate be increased to \$71. Jennifer Rentfrow supported the motion. Motion passed unanimously.

Vicki Vaughn made the motion to enter closed session. Jeff Carmen supported the motion. Motion passed unanimously. The board entered closed session with all board members, Linda Duchon and Rayann Franco present at 12:34 p.m.

Jeff Carmen made the motion to enter open session. Vicki Vaughn supported the motion. Motion passed unanimously. The meeting entered open session at 12:41 p.m.

Jeff Carmen made the motion to adjourn the meeting. Vicki Vaughn supported the motion. The meeting adjourned at 12:42 p.m.

Respectfully submitted by:

Rayann Franco

_____ (Board Chairperson)

_____ (Administrator)

Cass County Medical Care Facility
 Detailed Census Report - By Payer
 Monthly Census - Ending February 2024

Unit: All Floor: All Payers: All Bed Certification: All

Summary By: Payer	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
Auto (AUT)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Hospice Medicaid (HM)	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Humana Medicare Advantage (MHA)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MI Health Link Medicaid (MIM)	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6
MI Health Link Medicare (MHM)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Med Plus Blue Advantage (BMA)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Medicaid (MA)	42	42	42	43	43	43	43	43	43	43	43	43	43	43	42	42	42	42	43	43	43	43	43	44	44	43	43	42	42
Medicare A (MCA)	128	4	5	5	5	3	4	4	4	4	4	5	5	5	5	4	4	4	4	3	3	4	5	4	4	5	6	6	
Medicaid MI Health Link Medicare (MMMM)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Michigan Blue Cross (MBC)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Private Pay (PP)	12	12	11	11	11	11	11	11	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12
United Health Care Advantage (UIMA)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL DAYS	2103	69	70	69	70	71	71	71	72	73	73	74	74	74	74	72	71	71	72	74	74	75	75	74	74	74	74	73	73

Unit: All Floor: All Payers: All Bed Certification: All

Summary By: Payer	# of Days	Oct/23	Nov/23	Dec/23	Jan/24	Feb/24
Auto (AUT)	152	31	30	31	31	29
Commercial Insurance (CI)	40	3	0	7	0	0
Hospice Medicaid (HM)	242	0	36	62	62	82
Humana Medicare Advantage (MHA)	88	25	25	26	0	12
MI Health Link Medicaid (MIM)	736	137	120	124	186	169
MI Health Link Medicare (MHM)	93	0	2	59	9	23
Med Plus Blue Advantage (BMA)	77	12	28	5	11	21
Medicaid (MA)	6997	1452	1418	1519	1368	1240
Medicare A (MCA)	703	128	167	167	113	128
Meridian MI Health Link Medicare (MMM)	11	0	0	0	0	11
Michigan Blue Cross (MBC)	110	0	19	31	31	29
Priority Health Medicare Advantage (PH)	13	12	1	0	0	0
Private Pay (PP)	1452	270	221	275	343	343
UHC Medicaid Levels (UML)	32	0	10	22	0	0
United Health Care Advantage (UMA)	156	41	63	16	20	16
Wellcare Advantage (WEA)	25	25	0	0	0	0
TOTAL DAYS	10927	2136	2170	2344	2174	2103

Date: Mar 18, 2024
 Time: 16:07:08 ET
 User: Jeremy Franks

Cass County Medical Care Facility
 Check Register
 2/1/2024 - 2/29/2024

Check Numbers: 1 - 999999999 Bank: Operating Account

Check Number	Vendor Name	Remit to	Reference	Check/Reversal Date	Amount	Type	Status
DP877	MetLife	MetLife	2074-1	2/1/2024	\$8,120.73	Payment	Y
DP878	Internal Revenue Service	Internal Revenue Service	2075-1	2/7/2024	\$4,623.61	Payment	Y
DP879	DELTA DENTAL	DELTA DENTAL	2076-1	2/12/2024	\$5,966.87	Payment	Y
DP880	Internal Revenue Service	Internal Revenue Service	2077-1	2/14/2024	\$67,093.10	Payment	Y
DP881	HUNTINGTON NATIONAL BANK	HUNTINGTON NATIONAL BANK	2078-1	2/15/2024	\$268.00	Payment	Y
DP882	HUNTINGTON NATIONAL BANK	HUNTINGTON NATIONAL BANK	2079-1	2/15/2024	\$90.00	Payment	Y
DP883	HUNTINGTON NATIONAL BANK	HUNTINGTON NATIONAL BANK	2080-1	2/15/2024	\$30.00	Payment	Y
DP884	HUNTINGTON NATIONAL BANK	HUNTINGTON NATIONAL BANK	2081-1	2/15/2024	\$29.00	Payment	Y
DP885	HUNTINGTON NATIONAL BANK	HUNTINGTON NATIONAL BANK	2082-1	2/15/2024	\$15.00	Payment	Y
DP886	HUNTINGTON NATIONAL BANK	HUNTINGTON NATIONAL BANK	2083-1	2/15/2024	\$0.75	Payment	Y
DP888	MERS	MERS	2085-1	2/21/2024	\$56,194.26	Payment	Y
DP889	INDIANA DEPT OF REVENUE	INDIANA DEPT OF REVENUE	2086-1	2/21/2024	\$5,190.83	Payment	Y
DP890	Internal Revenue Service	Internal Revenue Service	2087-1	2/21/2024	\$4,581.01	Payment	Y
DP891	ALERUS FINANCIAL	ALERUS FINANCIAL	2088-1	2/21/2024	\$3,572.23	Payment	Y
DP892	MICHIGAN DEPT OF TREASURY	MICHIGAN DEPT OF TREASURY	2089-1	2/20/2024	\$22,278.11	Payment	Y
63752	ABES PLUMBING INC	ABES PLUMBING INC	2047-1	2/2/2024	\$1,815.00	Payment	
63753	ALLEN MOTT	ALLEN MOTT	2047-2	2/2/2024	\$100.00	Payment	
63754	Capital One Commercial	Capital One Commercial	2047-3	2/2/2024	\$426.36	Payment	
63755	CARELINC MED EQUIP & SUPPLY	CARELINC MED EQUIP & SUPPLY	2047-4	2/2/2024	\$354.00	Payment	
63756	DIRECT SUPPLY INC	DIRECT SUPPLY INC	2047-5	2/2/2024	\$1,061.42	Payment	
63757	DUSSELL'S FARM MRKT & GENHSES	DUSSELL'S FARM MRKT & GENHSES	2047-6	2/2/2024	\$6,170.00	Payment	
63758	ELKHART GENERAL HOSPITAL	Attn: Jenean Halsey CTC	2047-7	2/2/2024	\$330.00	Payment	
63759	eProvider Solutions LLC	eProvider Solutions LLC	2047-8	2/2/2024	\$175.00	Payment	
63760	FITZSIMMONS HOSPITAL SERVICES	FITZSIMMONS HOSPITAL SERVICES	2047-9	2/2/2024	\$3,006.22	Payment	
63761	FLEXPAC	FLEXPAC	2047-10	2/2/2024	\$1,985.52	Payment	

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Cass County Medical Care Facility
 Check Register
 2/1/2024 - 2/29/2024

Check Number	Vendor Name	Remit to	Reference	Check/Reversal Date	Amount	Type	Status
63762	GORDON FOOD SERVICE	GORDON FOOD SERVICE	2047-11	2/2/2024	\$5,881.32	Payment	
63763	IBEKIE FOUNDATION INC	IBEKIE FOUNDATION INC	2047-12	2/2/2024	\$5,833.33	Payment	
63764	INDEED	INDEED	2047-13	2/2/2024	\$3,000.00	Payment	
63765	JANET MEYER	JANET MEYER	2047-14	2/2/2024	\$47.07	Payment	
63766	LARRY BARKES	LARRY BARKES	2047-15	2/2/2024	\$6,574.30	Payment	
63767	LIVELY	LIVELY	2047-16	2/2/2024	\$0.01	Payment	
63768	MEAL SUITE	MEAL SUITE	2047-17	2/2/2024	\$513.00	Payment	
63769	MED-REC SYSTEMS	MED-REC SYSTEMS	2047-18	2/2/2024	\$180.00	Payment	
63770	MEDLINE INDUSTRIES INC	MEDLINE INDUSTRIES INC	2047-19	2/2/2024	\$12,200.34	Payment	
63771	MEDLINE INDUSTRIES INC	MEDLINE INDUSTRIES INC	2047-19	2/2/2024	\$0.00	Payment	Void
63772	Michiana Mobility	Michiana Mobility	2047-20	2/2/2024	\$2,135.00	Payment	
63773	MICHIGAN DEPT OF COMM HLTH	MICHIGAN DEPT OF COMM HLTH	2047-21	2/2/2024	\$217,767.39	Payment	
63774	PERFORMANCE HEALTH SUPPLY INC	PERFORMANCE HEALTH SUPPLY INC	2047-22	2/2/2024	\$272.35	Payment	
63775	PLANT MAGIC LLC	PLANT MAGIC LLC	2047-23	2/2/2024	\$193.12	Payment	
63776	QUILL CORPORATION	QUILL CORPORATION	2047-24	2/2/2024	\$486.40	Payment	
63777	ROSE PEST SOLUTIONS	ROSE PEST SOLUTIONS	2047-25	2/2/2024	\$156.00	Payment	
63778	SEMCO ENERGY	SEMCO ENERGY	2047-26	2/2/2024	\$2,755.15	Payment	
63779	SYSCO GRAND RAPIDS	SYSCO GRAND RAPIDS	2047-27	2/2/2024	\$2,255.12	Payment	
63780	VILLAGE OF CASSOPOLIS	VILLAGE OF CASSOPOLIS	2047-28	2/2/2024	\$3,705.25	Payment	
63781	Accushield, LLC	Accushield, LLC	2069-1	2/16/2024	\$249.00	Payment	
63782	AIRGAS USA LLC	AIRGAS USA LLC	2069-2	2/16/2024	\$393.76	Payment	
63783	ALT LONG TERM CARE CONSULTING	ALT LONG TERM CARE CONSULTING	2069-3	2/16/2024	\$10,882.15	Payment	
63784	AT&T	AT&T	2069-4	2/16/2024	\$0.63	Payment	
63785	CASS COUNTY	CASS COUNTY	2069-5	2/16/2024	\$1,148.52	Payment	
63786	CASS COUNTY TRANS AUTHORITY	CASS COUNTY TRANS AUTHORITY	2069-6	2/16/2024	\$1,576.50	Payment	
63787	CHERIE FILE	CHERIE FILE	2069-7	2/16/2024	\$21.20	Payment	
63788	Cintas	Cintas	2069-8	2/16/2024	\$126.37	Payment	
63789	GORDON FOOD SERVICE	GORDON FOOD SERVICE	2069-9	2/16/2024	\$7,005.15	Payment	
63790	Halo Branded Solutions	Halo Branded Solutions	2069-10	2/16/2024	\$22,439.99	Payment	
63791	HARDING'S MARKET	HARDING'S MARKET	2069-11	2/16/2024	\$87.23	Payment	
63792	HW & CO.	HW & CO.	2069-12	2/16/2024	\$16,485.00	Payment	

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Check Number	Vendor Name	Remit to	Reference	Check/Reversal Date	Amount	Type	Status
63793	JEFF WITHERS	JEFF WITHERS	2069-13	2/16/2024	\$2,700.00	Payment	
63794	JEREMY FRANKS	JEREMY FRANKS	2069-14	2/16/2024	\$5.48	Payment	
63795	KCI USA	KCI USA	2069-15	2/16/2024	\$655.60	Payment	
63796	LINDA L. DUCHON	LINDA L. DUCHON	2069-16	2/16/2024	\$5,722.34	Payment	
63797	MEDLINE INDUSTRIES INC	MEDLINE INDUSTRIES INC	2069-17	2/16/2024	\$62.40	Payment	
63798	Midwest Juice, Inc. of Michigan	Midwest Juice, Inc. of Michigan	2069-18	2/16/2024	\$362.03	Payment	
63799	Net Health Systems Inc.	Net Health Systems Inc.	2069-19	2/16/2024	\$892.50	Payment	
63800	NUTRITION SERVICES INC	NUTRITION SERVICES INC	2069-20	2/16/2024	\$2,309.80	Payment	
63801	PERFORMANCE HEALTH SUPPLY INC	PERFORMANCE HEALTH SUPPLY INC	2069-21	2/16/2024	\$74.73	Payment	
63802	PointClickCare	PointClickCare	2069-22	2/16/2024	\$3,569.50	Payment	
63803	QUILL CORPORATION	QUILL CORPORATION	2069-23	2/16/2024	\$539.50	Payment	
63804	Remedi Senior Care of Michigan	Remedi Senior Care of Michigan	2069-24	2/16/2024	\$16,048.71	Payment	
63805	Shelton Wholesale Co	Shelton's Wholesale Co.	2069-25	2/16/2024	\$2,352.20	Payment	
63806	STATE OF MICHIGAN (NOTARY)	STATE OF MICHIGAN (NOTARY)	2069-26	2/16/2024	\$20.00	Payment	
63807	Susan L. Winters (P41153)	Susan L. Winters (P41153)	2069-27	2/16/2024	\$277.54	Payment	
63808	SYSCO GRAND RAPIDS	SYSCO GRAND RAPIDS	2069-28	2/16/2024	\$1,334.83	Payment	
63809	TELNET WORLDWIDE	TELNET WORLDWIDE	2069-29	2/16/2024	\$0.39	Payment	
63810	WARNER NORCROSS + JUDD LLP	WARNER NORCROSS + JUDD LLP	2069-30	2/16/2024	\$2,554.50	Payment	
63811	WASTE MANAGEMENT OF MI INC	WASTE MANAGEMENT OF MI INC	2069-31	2/16/2024	\$2,941.62	Payment	
63812	WAYSTAR INC	WAYSTAR INC	2069-32	2/16/2024	\$100.55	Payment	
63813	YEO & YEO	YEO & YEO	2069-33	2/16/2024	\$21,345.05	Payment	
63814	DEBRA GREEN	DEBRA GREEN	2070-1	2/23/2024	\$3,168.00	Payment	
63815	ABES PLUMBING INC	ABES PLUMBING INC	2071-1	2/23/2024	\$1,815.00	Payment	
63816	BLUE CARE NETWORK	BLUE CARE NETWORK	2071-2	2/23/2024	\$4,457.69	Payment	
63817	BLUE CROSS BLUE SHIELD MI-0053	BLUE CROSS BLUE SHIELD MI-0053	2071-3	2/23/2024	\$224,586.10	Payment	
63818	BLUE CROSS BLUE SHIELD-0033	BLUE CROSS BLUE SHIELD-0033	2071-4	2/23/2024	\$1,642.56	Payment	

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Cass County Medical Care Facility
 Check Register
 2/1/2024 - 2/29/2024

Check Number	Vendor Name	Remit to	Reference	Check/Reversal Date	Amount	Type	Status
63819	CLARK HILL	CLARK HILL	2071-5	2/23/2024	\$69.00	Payment	
63820	CONTEMPORARY CONCEPTS	CONTEMPORARY CONCEPTS	2071-6	2/23/2024	\$222.09	Payment	
63821	DIRECT SUPPLY INC	DIRECT SUPPLY INC	2071-7	2/23/2024	\$1,034.85	Payment	
63822	FRONTIER	FRONTIER	2071-8	2/23/2024	\$309.61	Payment	
63823	GORDON FOOD SERVICE	GORDON FOOD SERVICE	2071-9	2/23/2024	\$17,210.42	Payment	
63824	HARTER SUPPLY	HARTER SUPPLY	2071-10	2/23/2024	\$707.48	Payment	
63825	HR ADVANTAGE ADVISORY LLC	HR ADVANTAGE ADVISORY LLC	2071-11	2/23/2024	\$900.00	Payment	
63826	INDIANA MICHIGAN POWER	INDIANA MICHIGAN POWER	2071-12	2/23/2024	\$5,798.63	Payment	
63827	KCI USA	KCI USA	2071-13	2/23/2024	\$2,127.94	Payment	
63828	KRONOS SAASHR INC	KRONOS SAASHR INC	2071-14	2/23/2024	\$2,801.86	Payment	
63829	LEBENBOM & ROTHMAN PC	LEBENBOM & ROTHMAN PC	2071-15	2/23/2024	\$2,475.00	Payment	
63830	MEC	MEC	2071-16	2/23/2024	\$155.00	Payment	
63831	MEDLINE INDUSTRIES INC	MEDLINE INDUSTRIES INC	2071-17	2/23/2024	\$10,895.97	Payment	
63832	MEDPRO DISPOSAL LLC	MEDPRO DISPOSAL LLC	2071-18	2/23/2024	\$13,387.50	Payment	
63833	ORIENTAL TRADING COMPANY-OTC BRANDS INC	ORIENTAL TRADING COMPANY-OTC BRANDS INC	2071-19	2/23/2024	\$120.21	Payment	
63834	Pitney Bowes	Pitney Bowes	2071-20	2/23/2024	\$189.90	Payment	
63835	SPIN TECHS INC	SPIN TECHS INC	2071-21	2/23/2024	\$314.00	Payment	
63836	STERICYCLE INC	STERICYCLE INC	2071-22	2/23/2024	\$777.90	Payment	
63837	SYSCO GRAND RAPIDS	SYSCO GRAND RAPIDS	2071-23	2/23/2024	\$7,982.79	Payment	
63838	VERIZON WIRELESS	VERIZON WIRELESS	2071-24	2/23/2024	\$70.72	Payment	

Summary

86 check(s) issued	\$706,883.66
1 check(s) voided	\$0.00
0 check(s) reversed	\$0.00
15 direct payment(s) issued	\$178,053.50

CORPORATE COMPLIANCE

March 2024

There were not any corporate compliance investigations.

We will be working on processes regarding our complaint survey once the results have arrived.

Respectfully submitted by:

A handwritten signature in black ink that reads "Rayann Franco". The signature is written in a cursive, flowing style.

Rayann Franco

Director of Corporate Compliance

LAWN SERVICE CONTRACT

This Lawn Service Contract (this "Contract") is made and entered into this _____ by and between the Cass County Human Services Board, hereinafter referred to as "CUSTOMER" at 23770 Hospital Street, Cassopolis, MI 49031, and Kyle Mack owner of Mack Cut Lawn Service of 22801 Shurte Street, Cassopolis, MI 49031, hereinafter referred to as "SERVICE PROVIDER".

NOW, THEREFORE, FOR AND IN CONSIDERATION of the mutual promises and agreements contained herein, the Customer hires Mack Cut Lawn Service and Mack Cut Lawn Service agrees to provide Lawn Service to the Customer at the following location under the terms and conditions hereby agreed upon by the parties: Cass County Medical Care Facility, 23770 Hospital Street, Cassopolis, MI 49031

- 1) Description of Services. Beginning on _____, the Service Provider will provide the following services (collectively, the "SERVICES").
 - a) The Service Provider shall mow and edge the lawn in a competent and professional manner as deemed necessary. The parties shall consult from time to time concerning the length and appearance of the lawn,
 - b) The Service Provider shall not be responsible for applying fertilizer and/or pesticides, trimming of shrubs and/or bushes, flowers and/or plants, or trees on the property which are lost to casualty such as theft, aberrant weather, or disease.
- 2) All Services shall begin: Beginning on _____, the Service Provider will provide Services as needed at Cass County Medical Care Facility, 23770 Hospital Street, Cassopolis MI, 49031.
- 3) Payment for Services. The Service Provider shall submit an invoice monthly to Cass County Medical Care Facility for Services provided as follows:
 - a) Mowing, edging of all grassy areas and blowing off the sidewalks around the building and storage buildings for \$300.00 each time.
 - b) Mowing of the pond area, as deemed necessary, for an additional \$100.00 each time,
- 4) Term. The term of this Contract shall be three (3) years, for the year commencing on _____, and ending _____
- 5) Insurance. The Service Provider shall provide Cass County Medical Care Facility proof of insurance against loss or damage under a policy or policies of fire and extended coverage insurance, including additional perils. The Service Provider shall obtain and maintain in full force general liability and property damage insurance with coverage of not less than \$500,000.00 for injury or death to any one person, \$500,000.00 for injury or death of more than one person, and \$1,000,000.00 for property damage, covering all claims for injury to persons occurring on or around the Property. All policies must also provide for notice by the insurance company to the Customer of any termination or cancellation of a policy at least 30 days in advance. All policies shall name both the Service Provider and Cass County Medical Care Facility as insured parties.
- 6) Relationship of Parties. It is understood by the parties that Mack Cut Lawn Service is an independent contractor and is not an employee of Customer and/or Cass County Medical Care Facility and will not provide fringe benefits, including health insurance benefits, paid vacation, or any other employee benefit for the benefit of Mack Cut Lawn Service.

- 7) The Service Provider Liability. All the Service Provider's personal property, including trade fixtures, on the Property shall be kept at the Service Provider's sole risk, and the Customer, and/or Cass County Medical Care Facility shall not be responsible for any loss of business or other loss or

damage that occasioned by the acts or omissions of persons occupying adjoining property of any part of the Property adjacent to or connected with the Property.

- 8) Termination of Contract. The Customer and/or Cass County Medical Care may terminate this Contract without notice to the Service Provider.
- 9) Indemnity. The Service Provider agrees to indemnify, defend and hold harmless the Customer and/or Cass County Medical Care Facility for any liability, loss, damage, cost, or expense (including attorney fees) based on any claim, demand, suit, or action by any party with respect to any personal injury (including death), property damages or environmental claims or damages from any cause with respect to the Service Provider or the Property, except for liability resulting from the intentional acts of gross negligence of the Customer or its employees, agents, invitees or business visitors.
- 10) Notices. Any notices required under this Contract shall be in writing and served in person or sent by registered or certified mail, return receipt requested, to the addresses of the parties stated in this Contract or to such other addresses as the party's substitute by written notice. Notices shall be effective on the date of the first attempted delivery.
- 11) Entire Agreement. This Contract contains the entire agreement of the parties with respect to its subject matter. This Contract may 'not be modified except by a written document signed by both parties.
- 12) Waiver. The failure of the Customer to enforce any condition of this Contract shall not be a waiver of its right to enforce any condition of this Contract. No provision of the Contract shall be deemed to have been waived unless the waiver is in writing.
- 13) Binding Effect. This Contract shall bind and benefit the parties and their successors and permitted assign.

In witness, where of the parties hereto, have set this hands and seals, the date and year first above written.

CUSTOMER:

By: _____

Its: _____

SERVICE PROVIDER:

By: _____

Cass County Medical Care Facility

EMPLOYEE ROSTER

February 2024

Cass County Medical Care Facility had a total of (12) "Resignations/ "Terminations/Retirement", and (21) "New Hires"

RESIGNATIONS

Nursing/Assistant Director of Nursing - Full Time - Quit - 8/28/23-2/9/24
Nursing/RN - Full Time - Terminated - 4/8/23-2/11/24
Nursing/Director of Nursing - Full Time - Quit - 8/23/22-2/24/24
Nursing/CNA - PRN - Terminated - 4/14/20-1/15/24
Nursing/CNA -Full Time - Quit - 1/31/24-2/13/24
Therapy/Occupational Therapist - PRN - Terminated - 6/1/21-2/14/24
Nursing/CNA - Full Time - Quit - 5/31/22-2/28/24
Nursing/CNA - Full Time - Quit - 6/26/23-2/15/24
Nursing/LPN - Full Time - Quit - 10/4/23-2/15/24
Nursing/RN - PRN - Terminated - 8/9/23-2/26/24
Nursing/RN - PRN - Quit - 1/31/24-2/28/24
Nursing/RN - Full Time - Terminated - 1/31/24-2/22/24

NEW HIRES

Nursing/RN - Full Time - 2/5/24
Nursing/RN - PRN - 2/5/24
Nursing/LPN - Full Time - 2/5/24
Nursing/CNA - Full Time - 2/5/24
Nursing/CNA - Full Time - 2/12/24
Nursing/CNA - Full Time - 2/12/24
Dietary/Dietary Aide - Part Time - 2/12/24
Dietary/Dietary Aide - Part Time - 2/12/24
Therapy/Occupational Therapist - Full Time - 2/12/24
Nursing/Director of Nursing - Full Time - 2/19/24
Nursing/CNA - Full Time - 2/19/24
Nursing/CNA - Full Time - 2/19/24
Nursing/CNA - Full Time - 2/19/24
Nursing/CNA - Full Time - 2/19/24
Nursing/CNA - Part Time - 2/19/24
Dietary/Dietary Aide - Part Time - 2/19/24
Nursing/CNA - Full Time - 2/26/24
Nursing/CNA - Full Time - 2/26/24
Nursing/CNA - Full Time - 2/26/24
Dietary/Dietary Aide - Full Time - 2/26/24
Nursing/Registered Nurse - PRN - 2/28/24

VACANT POSITIONS/RECRUITING

RN, LPN, Administrator, Therapy (OT & PT)

Full-Time	125	RN:	13
Part-time:	28	LPN:	12
PRN	22	C.N.A.:	74
		Maintenance:	02
		Therapy	10
		Administration:	25
		Dietary:	15
		Activities	09
		EVS	15
TOTAL:	175		