

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

May 18th, 2026

In attendance: Dr. James Wierman (Board Chairperson), Jeff Carmen (Board Co-Chair), Vicki Vaughn (Board Member), Mercedes Schirripa (Administrator), Jennifer Bennett (Recording Minutes).

Meeting called to order: Dr. James Wierman called the meeting to order, with Board agreement.
Meeting called to order at 9:38am.

Guests: Rie Shimada (Director of Rehabilitation), Lynda Newton (DON), Jennifer Rentfrow (County Administrator), Ambrosia Neldon (Cass County Marketing and Communications Manager), Austin Morgan (Director of Maintenance/EVS)

No Public Comment.

Additions/deletions to Agenda:

Mercedes Schirripa requests that "Quarterlies" be removed from the agenda. Vicki Vaughn moves to accept the amended agenda. Jeff Carmen seconds. All in favor and the motion passes.

Vicki Vaughn made the motion to approve the minutes as presented. All in favor, the motion carried.

Lynda Newton reported her story.

Lynda Newton states that a resident family member offered to purchase an alarm for their relative as the family member feels one is needed. It was then explained to them that CCMCF is an alarm free facility, and it would not be allowed to be in use. The family member was not happy about this but does acknowledge that their family member is well cared for here otherwise.

Per QAPI Lynda Newton states that falls continue to be the focus. Falls were at 5% in the facility in April with only 1 resulting in an injury, which was a skin tear.

The state recently completed their annual survey of CCMCF, and Lynda Newton states that went very well overall.

Per poly pharmacy the facility is at 34% of long-term residents prescribed 8 medications or less. Dr. James Weirman asks if State noted anything about those prescription numbers. Lynda Newton states their expectations are different in that regard, but that State is more concerned generally with medication errors over number of prescriptions.

Dr. James Weirman states he has sent Mercedes Schirripa suggestions for geriatric conferences, some of which would be online. Mercedes Schirripa states she did receive those and will be discussing them with the facility physicians.

The check register was reviewed.

Vicki Vaughn asks about the Cass County work services amount of \$3,225, which Mercedes Schirripa states is for Dave Reif.

Dr. James Weirman asks about an amount attributed to a named individual, which Mercedes Schirripa states is an employee's wage garnishment.

There are no other questions on the check register, Vicki Vaughn moves to accept as is, all are in favor.

Census:

Dr. James Weirman states that the census seems to be consistent, but the facility is not at full capacity. Mercedes Schirripa states a few rooms are to be kept empty for isolation needs as well as privacy during a residents' passing. Dr. James Weirman asks if there is a wait list for new admissions, to which Mercedes Schirripa answers that there is and referrals are sorted by availability of appropriate rooms and care levels among other factors.

Cash position:

Mercedes Schirripa states the cash position is currently 5 million. Dr. James Weirman asks what the facility is spending. Mercedes Schirripa states roughly 1 million, and that we are still awaiting the final reimbursement payment for the ERC credit.

Administrator's report:

Mercedes Schirripa would like to discuss the Memorandum of Understanding (MOU) with the COA. Danielle of operations at the COA has recently reached out regarding a past MOU agreement for food services in the event of an emergency wanting to sign an updated MOU. The agreement would be for 250 lunch meals Monday through Friday in the event of an emergency. This amount would include individuals who frequent the COA as well as the meals on wheels program. Mercedes Schirripa states she had inquired as to if this agreement would go both ways in the event CCMCF has an emergency and was told the terms would be access to the COA kitchen as opposed to prepared meals. Jeff Carmen suggests having a COA representative at the next Board meeting to discuss this in more detail before entering into an MOU agreement.

Mercedes Schirripa states that there are 3 mechanical lifts and 1 sit-to-stand in need of replacement. She would like the newly purchased mechanical lifts to have scales attached to them. The total cost for this replacement is \$7,969 and this price includes slings as well. The Board is all in favor of this purchase.

Mercedes Schirripa states she would like to amend the purchasing policy. This policy was updated about a year prior but Mercedes Schirripa in cooperation with IT would like an addition specifying employee purchases of IT related products such as personal keyboards or flash drives be pre-

approved by IT to prevent system security risks. Jeff Carmen moves to approve this amendment. All ayes, the motion passes.

Mercedes Schirripa speaks on tags (2567's) the facility received during the recent State survey. Jeff Carmen asks if any are of concern to the facility. Mercedes Schirripa states that they are not, majority are similar to tags received the prior survey and plan of corrections are being readied to submit and hopefully receive a desk review. Jeff Carmen asks specifically on a tag mentioning dental care. Mercedes Schirripa states this is regarding a resident who refused a cleaning service, this refusal was not documented and so looked to State surveyors like it was denied to the resident.

Austin Morgan is present for any maintenance related questions. Vicki Vaughn asks if there are any problems in general with maintenance and inquiries about when the facility buildings outside will finish being repainted. Austin Morgan states there are no maintenance problems with Mercedes Schirripa being a large help in this regard and that the building repainting will be finished by end of summer. Mercedes Schirripa adds that when State was present for their survey, they stated how well the maintenance policies had been implemented.

Vicki Vaughn asks how often the plumbing lines are cleared. Austin Morgan states that a plumbing company comes to the facility to do so every 2-3 months.

Lynda Newton states that in speaking with a consultant as well as other facilities the average number of State tags appears to be 8, with CCMCF receiving 4.

Dr. James Weirman asks about the tag concerning an inhaler at a resident's bedside, specifically why that would be an issue. Lynda Newton explains that a resident has a right to self-administer medication if mentally competent to do so, but there are many steps to allow that including paperwork and storage of medication that prevents other residents from accessing it among others. Jeff Carmen asks if a graph of trends in what facilities get tagged/cited for could be produced and Mercedes Schirripa notifies him that this exists already at Medicare's website and she will forward the link to him.

Questions per the employee roster.

Dr. James Weirman asks if there are currently open positions at the facility. Mercedes Schirripa states there are 2 full time RN positions, a few part-time LPN positions, and still 1 PT and 1 OT position needing filled.

Resident council minutes:

No questions about the resident council minutes.

Resident newsletter:

Public comment:

No public comment.

Any other business:

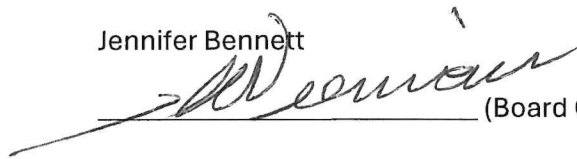
Jeff Carmen asks about the paving project at the facility. Mercedes Schirripa states there is currently no starting date, but she is in communication with the County Road commission about this project and they expect to begin soon.

Jeff Carmen moves to recess. Dr. James Wierman seconds. All in favor.


Recess started at 10:21 a.m.

Respectfully submitted by:

Jennifer Bennett



(Board Chairperson)



(Administrator)