MINUTES FOR:
CASS COUNTY MEDICAL CARE FACILTY BOARD MEETING

October 26th, 2026

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

Meeting called to order: Dr. James Wierman called the meeting to order, with Board agreement. Meeting called to order at 10:02 am.

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

Additions/deletions to Agenda:

Jeff Carmen moves to amend the agenda to allow for a closed session at the end of the Board meeting. Dr. James Wierman seconds and the motion passes.

Vicki Vaughn moved to approve of the minutes as presented. Jeff Carmen seconds and the motion carries.

Lynda Newton reported her story.

There have sadly been more residents who have passed recently at the facility, but Lynda Newton notes that family members have collectively expressed such gratitude for the way their loved ones were cared for at the facility. It shows the level of care provided by staff at CCMCF.

For QAPI, falls numbers have stayed the same overall. She notes for example that one resident alone fell 8 times. Dementia is a factor and especially with residents who had repeated falls at home initially do so at the facility as well but then those numbers improve with staff attention and care,

Dr. James Wierman asks if there has been any headway on creating a fall waiver and if an attorney is involved with that process. Mercedes Schirripa states that yes, the facility is in agreement on creating a fall waiver, the facility Admission Director is creating that, and an attorney will be involved once we have a rough draft completed.

For poly pharmacy Lynda Newton states that the percentages have not changed much. Some medication use has been reduced by phasing out unnecessary medications or switching to dual medications when applicable, but she still expects the doctor's education conference to assist in this greatly. Dr. James Wieman states that too many medications could be a contributing factor in falls as well.

The check register was reviewed.

Jeanette Hamel states both reports presented are accurately dated this month. She notes that there are large payments made towards the flooring project and food orders and asks if there are any questions. Mercedes Schirripa adds that regarding description of "refund" on the register that is payouts for residents who passed or discharged with credits on their accounts.

Jeff Carmen asks about a check written for the Michigan municipal league, Jeanette Hamel states that is for workman's' comp.

Census:

Jeanette Hamel states that census numbers trended upward by month end but notes the facility is in phase 3 of the flooring project currently and needs to allow empty rooms for movement while floors are worked on. The facility stayed at about 70 beds occupied, though 72 would be preferred.

Cash position:

Jeanette Hamel states that cash position overall is looking good and expenses are mostly balanced with income.

Jeff Carmen asks about Hospice Medicaid reimbursements vs regular Medicaid reimbursements. Mercedes Schirripa states that she learned in a recent financial conference that hospice Medicaid hours can no longer be used for direct care wage reimbursement.

She also states that at that same conference it was noted that the CMS is no longer tracking vaccinations for covid as of December 1st of this year.

Per current covid/influenza numbers there have been no active cases thus far. Lynda Newton states that the vaccination clinic occurred at the facility with 28 covid vaccinations being administered and 41 flu vaccinations. With staff specifically there were 14 covid vaccinations and 27 flu vaccinations administered.

Jeff Carmen asks, regarding hospice care, who makes that decision. Mercedes Schirripa states that our facility physician can recommend and family is able to accept or reject the recommendation, with Lynda Newton adding that some residents are admitted to the facility already receiving hospice services.

Dr. James Wierman asks if there is Medicare hospice and if the hospice personnel is involved with care at the facility. Mercedes Schirripa states that no, hospice care is only paid for privately or by Medicaid and that yes, hospice care staff are very active in the facility for residents receiving it.

Rie Shimada present for the therapy department.

Rie Shimada states that September has been a busy month for therapy department and notes that the packet shows August month number as well, she asks if there are any questions.

Dr. James Wierman calculates that at 15 minutes per unit inpatient therapy worked 250 hours that month, and he asks how many full-time staff are employed. Rie Shimada states there are 3 full-time therapy staff members. Dr. James Wierman asks how therapy department is going in general and Mercedes Schirripa states it is going very well, and she intends to meet with Rie Shimada regarding the PIP as it is due to end this month. Mercedes Schirripa states she will present on the PIP at next month's board meeting.

Speaking on the classification and compensation study results, Jeff Carmen states he would like to delay speaking on that now and schedule a special meeting to discuss this report with full focus. Dr. James Wierman agrees but is concerned with employees who are currently being underpaid per the results of this study. Mercedes Schirripa states there is an option to back pay those employees their adjusted wage. The special meeting to discuss the results and implementation of the classification and compensation study is scheduled for Thursday November 19th at 9am in 311, the small conference room here in the county building.

Administrator's report:

Mercedes Schirripa states that the recent trunk or treat event went wonderfully. There was three times the turnout as last year and the facility passed out about 40 pizzas, all the candy that was purchased and multiple gallons of apple cider to community members who attended.

The revamped activities department is going well also providing more outings, mostly to the local restaurant and casino, as well as starting both a men's "bourbon and bows" club and a lady's fancy dress "tea party" club, all of which the residents greatly enjoy.

Replacement of the generator is still a focus, with quotes being received. As winter is coming the issue of not being able to run the facility along with the chiller is not a concern, allowing more time for a final decision.

The parking lot project has been completed.

The flooring project is actively in phase 3, the final phase of the project, replacing flooring in residents' rooms. Dr. James Wierman asks about how much longer until completion. Mercedes Schirripa states she expects another 30-60 days and notes that the flooring crew work evenings mostly when there is less general traffic in the facility.

Considering receiving the transportation grant, Mercedes Schirripa asks the board to make a motion to allow the facility to purchase a van which they will receive reimbursement for through this grant.

Jeff Carmen states he is uncomfortable voting for approval of such a purchase as a board, he feels as a public facility big decisions need to be vetted and transparent to the community and that the facility should solicit bids or state contracts. Jennifer Rentfrow adds that the purchasing policy can be reviewed for guidance on this process.

Dr. James Wierman asks if there is anything else to report? Mercedes Schirripa notes that next month's check register will show an invoice for mowing as they did maintenance grooming on the property. Jennifer Rentfrow states that the grounds as well as newly paved parking lot all look lovely.

Questions per the employee roster.

Dr. James Wiermana asks if the facility is short employees in any departments? Mercedes Schirripa responds that RNs are always in demand and that the facility is currently hiring and hosting orientations weekly at this point.

There are no questions.

Resident council minutes:

No questions or issues with the resident council minutes.

Public comment:

There is no public comment.

Any other business:

The board inquires about future building projects. Mercedes Schirripa states those are long-term goals and that she has been in talks with the local area on aging with what projects to focus on. Areas of most concern include an on-site childcare and a dialysis den as well as assisted living and memory care quarters.

Dr. James Wierman would like these projects to start sooner rather than later, and Jeff Carmen asks if the committee formed to discuss these projects is meeting regularly. Mercedes Schirripa states that they are.

Board moved to closed session at 11:02 a.m.

Board exits closed session at 11:19 a.m.

Respectfully submitted by:

Jennifer Bennett

_____ (Board Chairperson)

_____ (Administrator)