

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

January 23, 2023 9:00 a.m.

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

Guests: Marshall Grate (Attorney/presenter remotely), Ryan Laylin (remotely), Vickie Burlew (remotely), Ginger Byers (remotely), Allison Mast (remotely), Rie Shimada (remotely), Sandy Place (remotely), Matthew Newton (remotely), Mary Howie (remotely).

The meeting was called to order by Vicki Vaughn at 9:03 a.m.

Marshall Grate provided a presentation on the Open Meetings Act and the Freedom of Information Act.

Diane Seifert made the motion to accept the agenda with the additions of request letter for monetary support and a newspaper article regarding a medical care facility. Jeff Carmen supported the motion. Motion passed unanimously.

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

Rayann Franco reviewed the check register with the board members. Diane Seifert made the motion to accept the checks issued in the amount of \$275,448.19. Jeff Carmen supported the motion. Motion passed unanimously. Diane Seifert made the motion to accept the direct payments of \$380,715.17. Jeff Carmen supported the motion. Motion passed unanimously.

Rayann Franco reported that the census has improved and is trending in the right direction.

Rayann Franco reported that there was one corporate compliance investigation. An investigation was completed. The complaint was substantiated. The consultant reviewed the investigation and found that that the documentation and assessment was thorough.

Christian Lutes reported that there has been a total of 14 staff and resident COVID cases since last week. An extra room was needed to accommodate the residents. The request was submitted and approved by the State.

Christian Lutes stated that Dr. Ibekie and Dr. Makori will be on site 5 days a week.

Christian Lutes reported that that the search for a new administrator continues. There were two interviews performed. Board members and 2 consultants will be present for the second portion of the interview process.

Christian Lutes reported that new brochures are being created to use for admissions and outpatient therapy.

Christian Lutes stated that the Director of Nursing and the Business department were working on the upcoming transition with the new pharmacy. The transition will occur on March 1, 2023.

Christian Lutes reported that the company that worked on the tiles in the kitchen will be providing a quote for new flooring for the facility.

Christian Lutes stated that the new fence in the courtyard has been installed.

Christian Lutes reported that Jody from the county IT department will be at the next board meeting to provide an update on the new computers and equipment.

Christian Lutes reported that the new dishwasher should be installed on February 8, 2023.

Christian Lutes stated that he was contacted and presented with the opportunity to have a 7 year old therapy dog be given to the facility. After discussion, it was determined that this will be considered in the future.

Christian Lutes reported that the CCMCF received a request for monetary support from a group in the community. It was determined that we will continue our current practices regarding donations.

Christian Lutes stated that the employees vocalized their appreciation for the board approved Christmas goodie bags. He reported that several members of the community and community groups brought items in for residents and staff.

Linda Duchon provided a summary of the article regarding another medical care facility.

Jeff Carmen made the motion to adjourn the meeting. Diane Seifert supported the motion. The meeting adjourned at 11:22 a.m.

Respectfully submitted by:

Rayann Franco

_____ (Board Chairperson)

_____ (C.E.O.)