

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

September 25, 2023 10:00 a.m.

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

Guests for Public Comment: Jodi Nestich, Matthew Newton

The meeting was called to order by Vicki Vaughn at 9:56 a.m.

Diane Seifert made the motion to accept the agenda with addition of the cost report. 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.

Jodi Nestich reported that the transition to the County IT will occur next week. Fifty new PC's and laptops will be initiated. All information has been received from DOJO.

Matthew Newton reported that the contract with marketing moved forward at the last Board of Commissioner's meeting. Jeff Carmen requested an organizational chart pertaining to the county integration.

Phil Alt reviewed the check register. Diane Seifert made the motion to approve checks in the amount of \$462,327.93. Jeff Carmen supported the motion. Motion passed unanimously. Diane Seifert made the motion to approve the direct payments in the amount of \$309,747.48. Jeff Carmen supported the motion. Motion passed unanimously.

Phil Alt reported that the predicted annual average for occupancy is 84%.

Phil Alt presented the quarterly financial statements. The best quarter for the year was April – June in terms of occupancy. Diane Seifert made the motion to approve the financial statements as presented. Jeff Carmen supported the motion. Motion passed unanimously.

Phil Alt recommended that the facility utilize Rybar for cost reporting. Jeff Carmen made the motion that an engagement letter be signed to start services with Rybar. Diane Seifert supported the motion. Motion passed unanimously.

Phil Alt stated that we will be rebilling Medicaid due to the cost report. We have requested permission to rebill.

Rayann Franco reported that there were no corporate compliance investigations for the month.

There was discussion regarding the future millage.

Christian Lutes reported that the search for a new administrator continues. There were two new resumes received.

Christian Lutes stated that the staff has been informed of the new overtime policy and the increase of the Direct Care Wage to \$3.20.

Linda Duchon announced that there have been many nurses hired in the last two weeks.

Linda Duchon reported that the reorganization of the nursing department is going well. She stated that there are many new changes in MDS that will begin October 1, 2023. The Infection Control Preventionist will start learning MDS to provide back up.

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.)