

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

**August 26, 2024 10:00 a.m.**

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

The meeting was called to order by Jennifer Rentfrow at 10:00 a.m.

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

Members absent: None

Guests for Public Comment: Rie Shimada, Jodi Nestich, Commissioner Roseann Marchetti

Public comment: None.

Additions/deletions to Agenda: Addition IT, DCW wages, Financials, Picnic

Jeff Carmen made the motion that the agenda be accepted with the additions. Vicki Vaughn supported the motion. Motion passed unanimously.

Jeff Carmen made the motion to approve the minutes for the open meeting and closed meeting as presented. Vicki Vaughn supported the motion. Motion passed unanimously.

Jodi Nestich explained that there was a phishing attack at the CCMCF. One user was compromised. No data was exchanged. In-person training will take place in October for all county facilities.

The check register was reviewed. Jennifer Rentfrow made the motion to approve the checks in the amount of \$270,785.84 and the direct payments of \$319,415.51. Vicki Vaughn supported the motion. Motion passed unanimously.

Phil Alt presented the financial reports. It was recommended that we have cash on hand for one hundred days. We are currently below one hundred days. There has been an increase in costs including inflation. Other contributing factors are salaries and lack of monitoring to address costs. Jennifer Rentfrow made the motion to accept the financial as presented. Vicki Vaughn supported the motion. Motion passed. Roll call: Jennifer Rentfrow – yes, Vicki Vaughn – yes, Jeff Carmen – no.

There was discussion on whether to continue to pay all employees the \$3.20 direct care wage. The amount for nurses and CNA's will increase on October 1, 2024.

Rayann Franco provided a report for Corporate Compliance. There was one Corporate Compliance investigation. There are two ongoing QAPI projects with positive trends.

Rayann Franco stated that there is a \$250,000.00 grant opportunity to upgrade the facility's HVAC system that she will be applying for. A meeting is scheduled with county maintenance to review what is needed.

Linda Duchon reported that there were currently no staff or residents with COVID or influenza. Neighboring counties have seen an increase in cases.

Linda Duchon reported that the timeline to launch Worxhub is on track. The launch off date is October.

Linda Duchon stated that all current positions within the facility are being reviewed.

Linda Duchon announced that the facility picnic for residents and their families as well as staff will be on September 22, 2024.

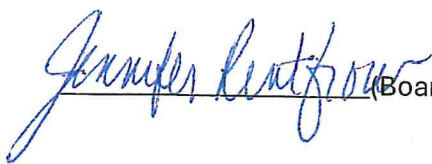
Linda Duchon reported that Dr. Wierman will be the new medical director for the facility starting August 22, 2024.

There was discussion regarding the search for a new administrator. There is a new ad running. One new resume has been received. Letters to the interviewed candidates will be sent.

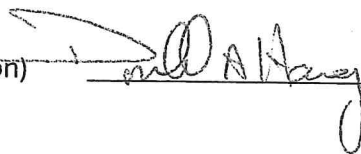
Jennifer Rentfrow made the motion to adjourn the meeting. Vicki Vaughn supported the motion. The meeting was adjourned at 11:42 a.m.

Respectfully submitted by:

Rayann Franco



(Board Chairperson)



(Administrator)