



Bay Bluffs – ECMCF
Emmet County Department of Health & Human Services Board
Board Meeting Minutes
June 28, 2019

Liz Horrom, Board Chair, called the meeting to order at 9:05 a.m. at Bay Bluffs – ECMCF in the Conference Room.

Board Members Present: Gayle Mroczkowski
Liz Horrom
Carol Hansen

Board Members Absent: None

Staff Present: Michael Greer, Chief Financial Officer
Lisa Ashley, Administrator

Others Present: None

Staff Absent: None

Guests Present: Dave Buzzelli
Pier Borra

Consent Agenda: The consent agenda included the meeting agenda.

Ms. Mroczkowski motioned to approve the consent agenda. Ms. Hansen supported the motion. The motion carried by consensus.

New Business: A brief summary of the June 27, 2019 Board of Commissioners meeting was reviewed by the Board and guests. As all Board members were present at the BoC meeting, each shared their perspective on the speakers, county budget discussions and support from the community for Bay Bluffs. No decisions on Bay Bluffs were made at the meeting.

Mr. Borra and Mr. Buzzelli, invited guests of the Board, presented recommendations on financial self-sufficiency for Bay Bluffs. Focus on creating a fund balance to support capital needs of the facility as well as the possibility of repaying county loans in the future were discussed. The goal of financial independence from the county, yet maintaining county care facility designation were suggested.

Several strategies related to income generation and expense reduction were discussed, including the development of a larger, designated short-term rehab unit (Medicare A) and a "Heritage" wing for those

with private pay abilities, for example. Expense reduction in the areas of labor expenses is recommended. A lengthy discussion of acuity and quality took place with the Board and guests agreeing that some of the recommendations must be more fully explored to determine if they will be feasible.

A copy of recommendations made by Mr. Borra was distributed to the Board for consideration. The development of a plan, including operating and capital needs, is recommended over the next 45-60 days.

Mr. Borra and Mr. Buzzelli will be meeting and sharing their ideas with Mr. Calabrese, the County Administrator, following this Board meeting.

Additional New Business:

Mr. Greer presented information on a Tenurgy agreement which has been vetted by legal counsel. This company provides a utilities review service whereby they review monthly utility bills to determine if refunds or rebates are available. There is no fee for this service unless funds are recovered, at which point Tenurgy will bill for a portion of what is recovered.

Ms. Mroczkowski motioned to approve the Tenurgy Agreement as presented. Motion supported by Ms. Hansen. The motion carried by consensus.

Staffing Update: Ms. Ashley presented an update on CENA staffing, indicating that the current budget discussion with the county has impacted the number of applications being received for CENA staff. Supplemental Health Care Services, a contract agency that Bay Bluffs has engaged with for therapy services, will be looking for contract CENAs. Ms. Ashley indicated that an additional contract agency agreement is currently under review by legal counsel and may be brought to the Board in July.

Recap & Summary: None

Adjournment: Meeting adjourned at 11:10 a.m.

Upcoming Meetings:

- The next Regular Meeting is scheduled for July 18, 2019 in the Bay Bluffs Conference Room at 10 a.m.

7/18/19

Date

7/18/19

Date

Liz Horrom (board chair)
Liz Horrom, Chairperson

Lisa Ashley NTA
Lisa Ashley, Acting Recording Secretary

Copies to: Liz Horrom, Gayle Mroczkowski, Carol Hansen, Robert Engel, Charlie MacInnis, Lisa Ashley, and Michael Greer.