

**EMMET COUNTY DEPARTMENT OF HUMAN SERVICES BOARD  
SPECIAL BOARD MEETING MINUTES  
APRIL 30, 2014**

The Special Board Meeting was called to order on Wednesday, April 30, 2014, at 9 a.m.

Board Members Present: Fred Simons, Board Chairperson  
Marie Wayman, Board Vice Chairperson  
Mary Horan, Board Member

Others in Attendance: Patricia Blain, Travis Johnecheck, Michael Greer, Kathy Abbott,  
Mary C. (Toni) Adams, Kelly Raredon, Karen Laseck, Barbara  
Fate and Janet VandenBerg.

Mr. Simons opened the meeting. Patricia Blain was present to address the Board as to her concern. Ms. Blain mentioned that she had purchased an expensive mattress to place on her mom's bed at the Facility. She mentioned that this \$1200 mattress was removed from her mother's bed after urine was spilled and contaminated. Discussion held as to why it was removed, cost of the mattress, etc. She mentioned the mattress was stored outside in the gazebo. Concerns were addressed that the mattress is not allowed in the Facility because it does not meet Safety Codes, etc. Ms. Laseck mentioned she would have a response within one week for Ms. Blain. Mrs. Horan mentioned that there is a proper protocol that needs to be followed when issues arise. Proper protocol is as follows: licensed nurse, charge nurse, Unit Care Coordinator, MDS Coordinator, Assistant Director of Nursing, Director of Nursing and Administrator. Mr. Simons thank Ms. Blain for coming.

Mr. Simons then asked Mr. Johnecheck if he wanted to go into closed session for the review he requested under the Problem Solving Procedures in the Employee Handbook. Ms. Abbott advised the Board regarding the process. Mr. Simons said he was recording the meeting on his phone but will turn off his recorder. Ms. Abbott stated that the Recording Secretary would stay to transcribe minutes.

**Mrs. Horan made the motion that the Board meet in closed session to consider the dismissal of Travis Johnecheck under the Problem Solving Procedures in the Employee Handbook, because Mr. Johnecheck requested a closed meeting. Mrs. Wayman supported the motion. Roll call vote taken: Fred Simons (YES), Marie Wayman (YES), and Mary Horan (YES). Roll call vote passed.**

[Kathy Abbott explained that written materials that had been provided to the Board by Mr. Johnecheck before the April 17<sup>th</sup> Board meeting would be subject to disclosure, but that all resident names would need to be removed because of HIPAA and other regulations.]

Meeting went into closed session at 9:20 a.m.

Meeting was back in open session at 12:10 p.m.

Before considering the Problem Solving review, the Board decided to cover another pending matter. Mr. Simons stated that a couple of meetings prior, Kathy Abbott had reviewed the Conflict of Interest Policy and Disclosure Report and presented some suggested changes. She will prepare final drafts if Board approval is received.

**Mrs. Wayman made the motion to approve the documents as amended and was supported by Mrs. Horan. Voice vote taken and motion carried.**

Mr. Simons indicated that all Board members and the Management Team will sign the Disclosure Report once finalized. Mr. Simons requested that staff check to see when Board members had last completed the reports.

Meeting adjourned for lunch at 12:20 p.m.

The Board reconvened at 2 p.m.

The Board considered its findings regarding Mr. Johnecheck's request for review of his dismissal under the Problem Solving Procedures in the Bay Bluffs Employee Handbook. It was noted that Mr. Johnecheck made a presentation at the Board's April 17, 2014 meeting, and that it met in closed session today pursuant to his request for a closed session. The Board reviewed written materials submitted by Mr. Johnecheck and by Bay Bluffs staff, and it interviewed Mr. Johnecheck, Toni Adams, Kelly Raredon, Karen Laseck, and Barb Fate. The Board also reviewed relevant sections of the Bay Bluffs Employee Handbook, including the At Will and Discipline Standards, including Group 1 Standards #1 and #2, and Group 2 Standards #7 and #25.

**Mrs. Horan made the motion to affirm the decision of the Administrator to terminate Mr. Johnecheck's employment for the reasons given in her March 31, 2014 letter to him, and to instruct Bay Bluffs staff that the Board does not wish to contest any claim Mr. Johnecheck may have for unemployment benefits. Mrs. Wayman supported the motion. Roll call vote taken: Fred Simons (NO), Marie Wayman (YES), and Mary Horan (YES). Roll call vote passed.**

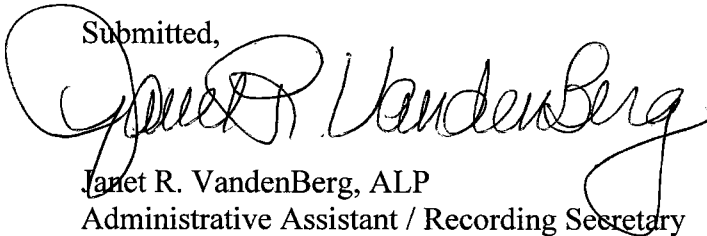
Mr. Greer then requested if he could bring another issue in front of the Board. Mr. Greer explained we have the need for another lift to cut down on time not being able to assist other residents who need to use lifts to get in and out of bed. Mr. Greer discussed the cost involved and indicated that we could take the money from the Gift & Donation Fund to make this purchase. The new lift would cost between Six and Seven Thousand Dollars.

**Mrs. Horan made the motion to authorize Mr. Greer to purchase a new Arjo lift and withdraw money in the amount stated above from the Gift and Donation Fund to pay for this purchase. Mrs. Wayman supported motion. Voice votes taken and motion carried.**

Mr. Greer then mentioned that he has spoken to Mr. Mike Pond who has done the majority of engineering work lately for the County and was responsible for the planning of the bus garage, to come in and review the situation with the way the reception desk was originally put in place. Mr. Pond should be at the Facility within the next couple of weeks to review what our options are.

Special Open Meeting concluded at 2:30 p.m.

Submitted,

A handwritten signature in cursive script that reads "Janet R. Vandenberg". The signature is written in black ink and is positioned above the typed name and title.

Janet R. Vandenberg, ALP  
Administrative Assistant / Recording Secretary