

Houghton County DHHS Board Meeting Minutes (MCF Portion) **February 23, 2026**

The regular meeting of the Houghton County Department of Health and Human Services Board (Medical Care Facility Portion) was held at the DHHS offices in Houghton, MI on February 23, 2026 beginning at 09:14 a.m.

Present: Ed Jenich, Chairman
Christy Hilgers, Vice Chair
James Tervo, Board Member
Gretchen Janssen, County Commissioner
Roy Britz, County Commissioner
Adam Laplander, CEO/Administrator - Secretary
Ashley Kuru, Chief Financial Officer
Jodi Nuttall, Director of Nursing
Kara Destrampe, Director of Operations

Absent: None

The agenda was adopted and the minutes from the January 2026 meeting of the Houghton County Department of Health and Human Services Board (Medical Care Facility portion) were reviewed and approved as written.

Public comment: None

The January 2026 MCF Vouchers were reviewed and approved.

The CEO/Administrator updated the Board on:

- The Facility's current occupancy status and average occupancy rates for January 2026 and the current inquiry list numbers.
- The Facility's quarterly QA Minutes and Safety Minutes. Motion was made by Christy Hilgers and supported by Jim Tervo to accept the QA and Safety Minutes.
- The current Flint numbers for international CNAs, LPNs, & RNs. The facility has extended offers to eight additional CNAs and two have arrived. One LPN has accepted and we are waiting for two RNs to sign their acceptance letters. Their expected arrival is between March 2nd, 2026 and April 6th, 2026.
- The facility is continuing the restructuring project and recommendations from both Plante Moran and Lebenbom Consulting. "Myself, the DON, and the Director of Operations have finalized eight job descriptions. Only two to three remain to be completed. We are ready to move forward with implementation on several of the eight that are already finalized. Any required layoff notices will be prepared by HR and issued to the affected staff. We will present this information to the impacted employees next week."

The CFO:

- Distributed the January financial statements to the Board and they were reviewed. A Motion was made by Jim Tervo and supported by Christy Hilgers to accept the financial reports. Motion passed.

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- Updated the Board on the current A/R aging.
- Updated the Board on the progress of the FY25 Financial Audit and Cost Report Audit.

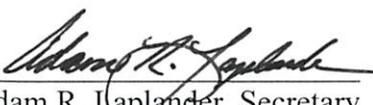
The CEO/Administrator updated the Board on:

- Developing a Foundation for Canal View. Other County Medical Care Facilities have started foundations and have shared what they have done. Canal View would like to start this during the remainder of the fiscal year. Motion was made by Christy Hilgers and supported by Jim Tervo to begin the process of creating a foundation.
- Dietary Tray Containers that are closed and not open. Open containers present a risk of infection control and the new containers would be closed units. The cost of the seven containers is \$13,308.12 from Direct Supply. Motion made by Christy Hilgers and supported by Jim Tervo to purchase the closed tray containers. Motion passed.
- Air mattresses needed for the facility. The facility is requesting eight additional air mattresses as there are only two left in stock. The cost of the air mattresses is \$16,043 from Direct Supply. Motion made by Jim Tervo and supported by Christy Hilgers to purchase the air mattresses. Motion passed.
- The Social Worker Consultant contract with Jenel Stoinski, Serving Our Seniors. The contract would begin April 1st, 2026 and end October 1st, 2026. The cost of the contract is \$5,400 per month. Motion made by Christy Hilgers and supported by Jim Tervo to continue the Social Worker Contract. Motion passed.
- The 2026 LTC Workshop held in Harris on April 20, 2026. There cost of the workshop would only be for travel and lodging as the workshop itself is free. The facility would like four people to attend this workshop. Motion made by Jim Tervo and supported by Christy Hilgers to send four staff members to the LTC Workshop. Motion passed.
- The cost savings initiative with having two of the International CNAs on-site is an estimated savings of \$24,960 per year. The formulary savings with Omnicare is estimated at \$22,000 per year compared to last year.
- The Cost Report Engagement Letter with Plante Moran was approved. Motion made by Christy Hilgers and supported by Jim Tervo. Motion passed.

There being no further business the Board adjourned at 09:58 a.m.



Ed Jenich, Chairman



Adam R. Laplander, Secretary