

Houghton County DHHS Board Meeting Minutes (MCF Portion)

March 19, 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 March 19, 2026 beginning at 09:11 a.m.

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

Absent: Roy Britz, County Commissioner
Jodi Nuttall, Director of Nursing

The agenda was adopted and the minutes from the February 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 February 2026 MCF Vouchers were reviewed and approved.

The CEO/Administrator updated the Board on:

- The Facility's Annual Survey and Life Safety Survey are now closed. The CEO/Administrator will update the Board once the new numbers come out regarding the 5 Star Rating.
- The Facility's current occupancy status and average occupancy rates for February 2026 and the current inquiry list numbers.
- The current Flint numbers for international CNAs, LPNs, & RNs. A total of five new employees are on-site.
- The facility is continuing the restructuring project and recommendations from both Plante Moran and Lebenbom Consulting. The facility wants ensure the restructuring project is sustainable for current census as well as for future growth.
- The participation for Strawberry Fest. The Facility will continue and be present at the Strawberry Fest for 2026.
- The prior Ascom phones that are no longer being utilized in the facility. The Board agreed to donate phones to Portage Health System.
- The Woodland Haven Painting project in Woodland Haven. The original quote provided by Agate Painting is for both Home 1 and Home 2, not just one Home. There will be a change order for the multiple color options as well as painting the sun room in Woodland Haven.

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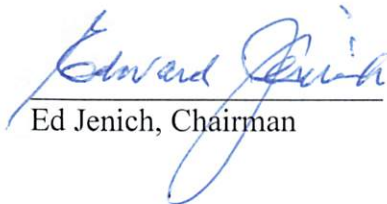
The CFO:

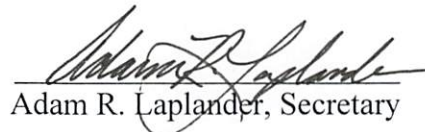
- Distributed the February financial statements to the Board and they were reviewed. A Motion was made by Jim Tervo and supported by Christy Hilgers to accept the financial reports. Motion passed.
- Updated the Board on the current A/R aging.
- Updated the Board on the progress of the FY25 Financial Audit and Cost Report Audit.

The CEO/Administrator updated the Board on:

- The current ARJO lifts and the need for a service contract with ARJO. Several other facilities use the ARJO lifts and also have a service contract. It is more cost effective to have a service contract in place than to pay as you go. Motion made by Christy Hilgers and supported by Jim Tervo to sign a one-year service contract with ARJO for \$14,200. Motion passed. Motion made by Jim Tervo and supported by Christy Hilgers to bring all ARJO equipment up to spec prior to the beginning of the service contract in May for \$18,205.94. Motion passed.
- A change order to the JCI Project to add isolation valves to each radiator in the building to prevent any future shutdowns of the whole facility or part of the facility. The cost of the change order is \$49,700. Motion made by Christy Hilgers and supported by Jim Tervo to move forward with the JCI Project change order. Motion passed.
- The cost savings initiative with having three additional Flint staff members on site. Two CNAs and one LPN. The cost savings annually for the two CNAs is estimated at \$24,960 and the LPN at \$15,000-\$20,000, respectively.

There being no further business the Board adjourned at 10:07 a.m. Motion made by Jim Tervo and supported by Christy Hilgers to adjourn. Motion passed.


Ed Jenich, Chairman


Adam R. Laplander, Secretary