

Houghton County DHHS Board Meeting Minutes (MCF Portion)

August 20, 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 August 20, 2026 beginning at 09:21 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

Absent:

The agenda was adopted and the minutes from the July 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 July 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 July 2026 and the current inquiry list numbers.
- The TPOAM negotiations were completed and the union will bring to a vote on August 24th,
- The memo regarding the formation of the foundation at Canal View ~ Houghton County. Motion made by Jim Tervo and supported by Christy Hilgers to name the foundation Canal View Enrichment Foundation and that the Canal View Board will serve as the governing body. Motion passed.
- Non-available bed plan and the Hazard Pay Reimbursement by the State.
- The need to order new crash carts for the facility ahead of survey. The cost of the crash carts is \$13,337.55 for quantity four. Motion made by Christy Hilgers and supported by Jim Tervo to order the crash carts now. Motion passed.
- The Bureau of Survey and Certification UP Fire & Life Safety Symposium to be held on September 15, 2026 at Michigan Tech sponsored by Canal View ~ Houghton County.

The CFO updated the Board on:

- The July financial statements. A Motion was made by Jim Tervo and supported by Christy Hilgers to accept the financial reports. Motion passed.
- The current A/R aging.
- The CMS PBJ Audit.

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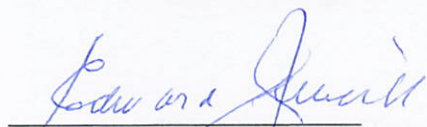
The CEO/Administrator updated the Board on:

- The Menubyrd quote provided for the Dietary department in order to move to the new menu system within Point Click Care. The cost of the work is \$7,900. Motion made by Christy Hilgers and supported by Jim Tervo to contract with Menubyrd to implement the facility's current menu into Meal Suite. Motion passed.
- The DFA (Donated Funds Agreement) with the State of Michigan to provide on eligibility specialist for Canal View. The cost of the agreement is \$76,400. Motion made by Jim Tervo and supported by Christy Hilgers to sign the agreement with the State of Michigan for one eligibility specialist. Motion passed.
- The Social Worker contract with Jenel Stoinski. The Board agreed to an hourly contractual agreement to be signed with Jenel Stoinski for any and all hours worked paid on a monthly basis if agreed upon by Jenel Stoinski. The CEO/Administrator will bring a revised contract to the September Board meeting.
- The Employee Assistance Program. The Board decided to forego the Employee Assistance Program due to the overlap of benefits provided with the current health insurance plan.
- The Relias Training Program at an additional cost of \$583.33/month. Motion made by Christy Hilgers and supported by Jim Tervo to add the Relias Training Program. Motion passed.
- The replacement and service of the compressor for south penthouse chiller to be done by RC Mechanical. The cost of the replacement and service is \$19,545. Motion made by Jim Tervo and supported by Christy Hilgers to proceed with RC mechanical to perform the work needed. Motion passed.
- Cost savings initiative on eliminating two current contracts for FY27 in the estimated amount of \$97,400.

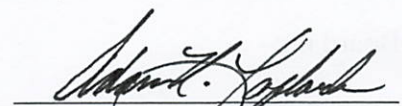
At 10:22 a.m. motion was made by Christy Hilgers and supported by Jim Tervo to move into executive session. Those in attendance were Ed Jenich, Christy Hilgers, Jim Tervo, Adam Laplander, and Ashley Kuru. Motion passed.

Motion made by Christy Hilgers and supported by Jim Tervo to resume the board meeting at 11:43 a.m. Motion passed. Those in attendance were Ed Jenich, Christy Hilgers, Jim Tervo, Adam Laplander, and Ashley Kuru. Motion passed. The Board approved the employment agreements for the CEO/Administrator and the Chief Financial Officer. The Board reviewed the preliminary budget presented by the CEO/Administrator and the Chief Financial Officer.

There being no further business, motion made to adjourn by Christy Hilgers and supported by Jim Tervo at 11:43 a.m. Motion passed.



Ed Jenich, Chairman



Adam R. Laplander, Secretary