

**INGHAM COUNTY
DEPARTMENT OF HEALTH AND HUMAN SERVICES BOARD MEETING
DOBIE ROAD INGHAM COUNTY MEDICAL CARE**

June 23, 2023

AGENDA

- I. Public Comment - 2-5 Minutes**
- II. Minutes of ICMCF regular session – May 2023**
- III. Presentation by Longevity**
- IV. Updates Continue**
 - a. Operations update
 - b. COVID-19 Update
 - c. Legal updates
 - d. Regulatory Updated
 - e. PACE Program Update
 - f. Questions and discussion
- V. Financials update - AnnMarie Hornak – May 2023**

Meeting to be held: Ingham County Medical Care Facility, 3860 Dobie Rd., Okemos, MI 48864 (517)381-6100 On: Friday, June 23, 2023, 8:30 a.m.

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The County of Ingham will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days notice to the County of Ingham. Individuals with disabilities requiring auxiliary aids or services should contact the County of Ingham in writing or by calling the following:

Ingham County Department of Health and Human Services
5303 South Cedar
P.O. Box 30088
Lansing, Michigan 48909
(517) 887-9791

INGHAM COUNTY MEDICAL CARE
DEPARTMENT OF HEALTH AND HUMAN SERVICES BOARD MEETING MINUTES
May 26, 2023

Chairman Matthew Wilczek called the Ingham County Medical Care Facility (ICMCF) portion of the DHHS Boarding Meeting to order at 9:29 a.m. at the Ingham County Department of Health and Human Services building Conference Room C.

Those present:

Matthew Wilczek, Chairman

Kim Dunbar, Vice Chairwomen

Bruce Bragg, Member

Leslie Shanlian, Chief Executive Officer

AnnMarie Hornak, Chief Financial Officer

Mark Sutton, Systems and Strategic Project Manager

Maria Rosa, VP of Human Resources

Guests: Two members of the public were present.

Absent:

Public Comment

Scott Moles and Traci Ruzi made comments to the board.

Minutes of April 2023, Regular Sessions

Motion by Board member Bruce Bragg to approve the regular ICMCF session minutes of April 2023. Motion carried.

Motion by Member Bruce Bragg to accept the financial report motion carried.

Motion by Chairman Matt Wilczek to enter closed session at 10:25 am to discuss personnel matters. Motion carried. Entered closed session.

The closed session ended at 11:25 am—nothing to report.

The meeting adjourned at 11:26 am.

**Dobie Road
Board of Directors Meeting
Operations Report
June 23, 2023**

I. Operations

- a. The turnover rate for skilled nursing, depending on the size, ranges from 40-60%, and average of 53.3%. We are trending along with the industry in skilled nursing and below the industry if we are looking at the first quarter and the month of May 2023.

Time Frame	Turnover Rate	Retention Rate
1st Quarter 23'	29.37%	70.63%
YTD 23'	40.29%	59.7%
May-23	8.60%	91.4%

- b. Nursing Assistant week celebration-had Kona Ice truck, dress-up days, lunch, gifts
- c. County Medical Care Facilities Conference-discussion involved regulatory, legal, diversification of services offered, rightsizing of nursing homes, staffing
- d. PTO Audit-presented by Maria Rosas

II. Legal Updates

- a. none

III. Regulatory

- a. In compliance. Still have 4 self reported incidents outstanding

IV. PACE

- a. Missed budget in April by \$188-higher costs. YTD they are up by \$697,000.
- b. Joan Ilardo just joined their Board. I am now Vice President.

V. Finance-

VI. Closed Session

Ingham County Medical Care Facility
Balance Sheet - Summary
As Of 5/31/2023

	CURRENT PERIOD	PRIOR PERIOD
	Actual \$	Actual \$
Assets		
Current Assets		
Cash		
Petty Cash	1,250	1,265
Operating Cash	8,401,587	9,474,569
Cash on Deposit with Agent	900,173	856,406
TOTAL Cash	9,303,010	10,332,240
Residents Accounts Receivable		
Gross Accounts Receivable	2,394,290	2,316,525
Allowance for Uncollectible Accounts	(152,000)	(145,000)
TOTAL Residents Accounts Receivable	2,242,290	2,171,525
Other Current Assets	548,914	501,565
TOTAL Current Assets	12,094,213	13,005,331
Investments		
Investment in PACE	1,121,045	1,118,296
Allowance for Uncollectible Investment	(620,000)	(620,000)
TOTAL Investments	501,045	498,296
Fixed Assets		
Property and Equipment	44,250,789	43,651,395
Accumulated Depreciation	(19,969,313)	(19,842,093)
TOTAL Fixed Assets	24,281,476	23,809,301
Other Assets		
Net Pension Asset	-	-
Net OPEB Asset	144,057	144,057
Deposits Held by Vendors	56,099	56,099
TOTAL Other Assets	200,156	200,156
Deferred Outflows		
Deferred Outflows - Pension	2,686,118	2,686,118
Deferred Outflows - OPEB	1,544,931	1,544,931
TOTAL Deferred Outflows	4,231,049	4,231,049
TOTAL Assets	41,307,939	41,744,133
	-	-
	-	-
Liabilities And Net Assets		
Current Liabilities		
Accounts Payable	(17,650)	6,524
Third Party Settlements	1,356,289	1,440,733
Other Accrued Liabilities	1,201,227	1,765,818
TOTAL Current Liabilities	2,539,866	3,213,074
Long-term Debt	7,161,311	7,166,505
Other Liabilities		
Net Pension Liability	(2,719,618)	(2,719,618)
Net OPEB Liability	-	-
TOTAL Other Liabilities	(2,719,618)	(2,719,618)
Deferred Inflows of Resources		
Deferred Inflows Related to Pension	3,229,611	3,229,611
Deferred Inflows Related to OPEB	1,273,672	1,273,672
TOTAL Deferred Inflows of Resources	4,503,283	4,503,283
Net Assets		
Previous Net Assets	29,843,392	29,843,392
Current Year Net Income (Loss)	(20,295)	(262,503)
TOTAL Net Assets	29,823,097	29,580,889
TOTAL Liabilities And Net Assets	41,307,939	41,744,133

Ingham County Medical Care Facility
Income Statement - Summary
5/1/2023 to 5/31/2023

	CURRENT PERIOD		YEAR TO DATE	
	Actual \$	Actual / Day	Actual \$	Actual / Day
Revenue				
Net Resident Service Revenue				
Medicare Part A	391,421	678.37	1,523,170	639.45
Managed Medicare	111,821	573.44	716,166	544.20
Medicare Part B	81,188	16.53	324,440	13.77
Medicaid	1,270,464	341.25	5,751,317	341.59
PACE	94,872	370.60	436,316	380.40
Private	(19,477)	354.13	412,632	360.69
Hospice	77,908	376.37	250,198	385.51
Other Insurance	8,640	864.00	129,106	1,434.51
QAS & QMI Program Revenue	232,393	62.42	1,147,856	68.17
Prior Year Settlements	-	-	-	-
TOTAL Net Resident Service Revenue	2,249,229	457.81	10,691,201	453.69
Grant Revenue	44,262	9.01	302,338	12.83
Other Operating Revenue	991	0.20	6,954	0.30
TOTAL Revenue	2,294,483	467.02	11,000,493	466.81
Operating Expenses				
Nursing	882,031	179.53	4,944,351	209.82
Therapy	115,672	23.54	536,331	22.76
Dining Services	169,061	34.41	897,220	38.07
Social Services	18,952	3.86	109,156	4.63
Activities	37,952	7.72	134,532	5.71
Laundry	14,488	2.95	77,647	3.29
Housekeeping	50,392	10.26	285,628	12.12
Maintenance	80,048	16.29	426,025	18.08
Admissions	10,681	2.17	50,171	2.13
Human Resources	43,744	8.90	244,812	10.39
Administration	194,881	39.67	927,771	39.37
Employee Benefits	226,631	46.13	1,312,807	55.71
QAS & QMI Program Expense	110,037	29.56	539,224	32.03
Depreciation	127,219	25.89	637,681	27.06
TOTAL Operating Expenses	2,081,788	423.73	11,123,357	472.03
Net Operating Income (Loss)	212,694	43.29	(122,864)	(5.21)
Non-Operating Income				
Investment Income	29,514	6.01	102,569	4.35
Donations	-	-	-	-
TOTAL Non-Operating Income	29,514	6.01	102,569	4.35
Net Income (Loss)	242,208	49.30	(20,295)	(0.86)

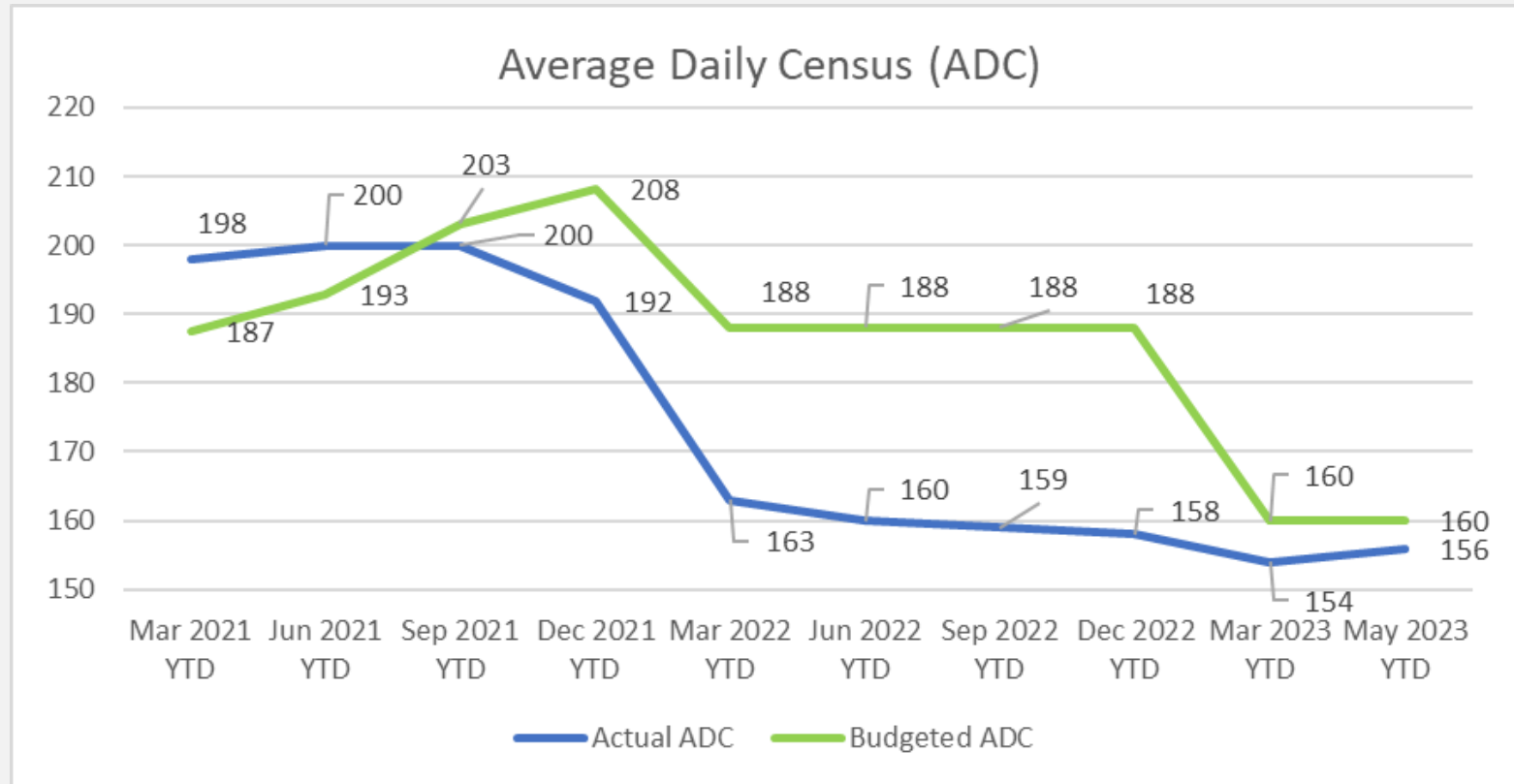
Ingham County Medical Care Facility
Monthly Budget - Summary
5/1/2023 to 5/31/2023

	CURRENT PERIOD				
	Actual \$	Budget \$	Var \$	Actual / Day	Budget / Day
Revenue					
Net Resident Service Revenue					
Medicare Part A	391,421	224,714	166,707	678.37	604.07
Managed Medicare	111,821	147,993	(36,172)	573.44	530.44
Medicare Part B	81,188	42,778	38,410	16.53	8.62
Medicaid	1,270,464	1,212,542	57,922	341.25	334.31
PACE	94,872	69,183	25,689	370.60	371.95
Private	(19,477)	121,737	(141,214)	354.13	357.00
Hospice	77,908	46,145	31,763	376.37	372.14
Other Insurance	8,640	16,658	(8,018)	864.00	537.35
QAS & QMI Program Revenue	232,393	226,730	5,662	62.42	62.51
Prior Year Settlements	-	-	-	-	-
TOTAL Net Resident Service Revenue	2,249,229	2,108,480	140,748	457.81	425.10
Grant Revenue	44,262	-	44,262	9.01	-
Other Operating Revenue	991	2,189	(1,198)	0.20	0.44
TOTAL Revenue	2,294,483	2,110,670	183,813	467.02	425.54
Operating Expenses					
Nursing	882,031	806,091	(75,940)	179.53	162.52
Therapy	115,672	92,510	(23,161)	23.54	18.65
Dining Services	169,061	194,345	25,284	34.41	39.18
Social Services	18,952	26,433	7,481	3.86	5.33
Activities	37,952	24,555	(13,397)	7.72	4.95
Laundry	14,488	25,877	11,390	2.95	5.22
Housekeeping	50,392	52,238	1,846	10.26	10.53
Maintenance	80,048	98,717	18,669	16.29	19.90
Admissions	10,681	10,192	(488)	2.17	2.05
Human Resources	43,744	49,489	5,745	8.90	9.98
Administration	194,881	189,481	(5,400)	39.67	38.20
Employee Benefits	226,631	289,703	63,072	46.13	58.41
QAS & QMI Program Expense	110,037	102,877	(7,160)	29.56	28.36
Depreciation	127,219	141,667	14,447	25.89	28.56
TOTAL Operating Expenses	2,081,788	2,104,177	22,389	423.73	424.23
Net Operating Income (Loss)	212,694	6,493	206,201	43.29	1.31
Non-Operating Income					
Investment Income	29,514	7,872	21,642	6.01	1.59
Donations	-	-	-	-	-
TOTAL Non-Operating Income	29,514	7,872	21,642	6.01	1.59
Net Income (Loss)	242,208	14,365	227,844	49.30	2.90

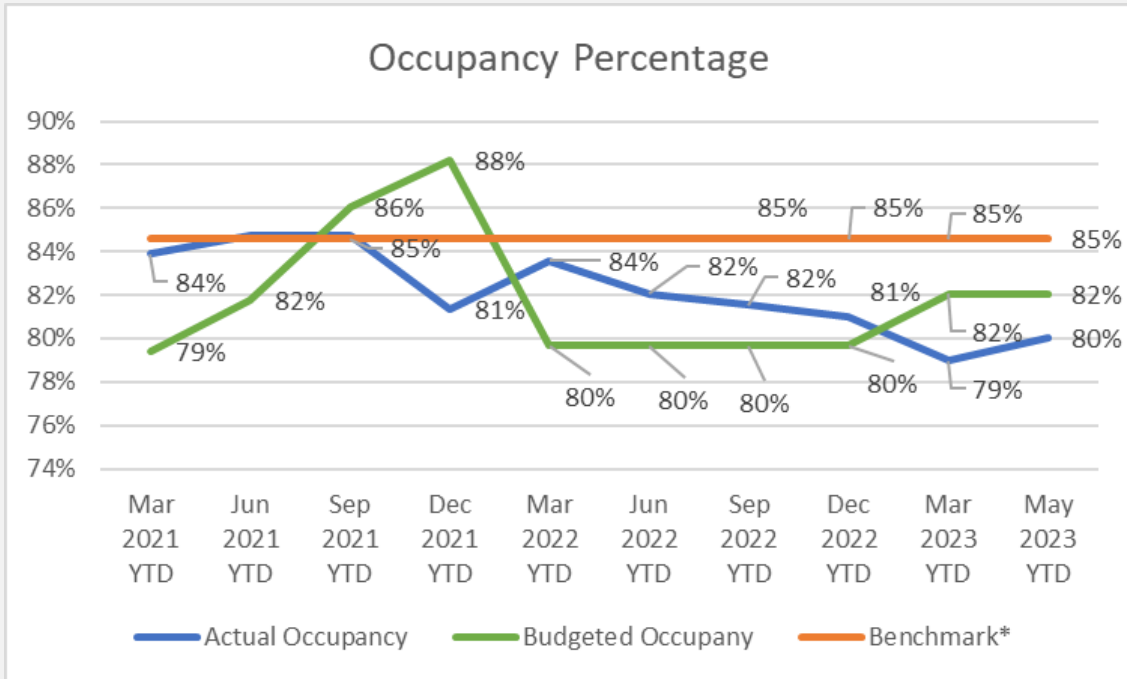
Ingham County Medical Care Facility
Year-to-Date Budget - Summary
5/1/2023 to 5/31/2023

	YEAR TO DATE				
	Actual \$	Budget \$	Var \$	Actual / Day	Budget / Day
Revenue					
Net Resident Service Revenue					
Medicare Part A	1,523,170	1,094,575	428,595	639.45	604.07
Managed Medicare	716,166	720,869	(4,703)	544.20	530.44
Medicare Part B	324,440	213,890	110,550	13.77	8.85
Medicaid	5,751,317	5,906,254	(154,937)	341.59	334.31
PACE	436,316	336,988	99,328	380.40	371.95
Private	412,632	592,977	(180,345)	360.69	357.00
Hospice	250,198	224,772	25,426	385.51	372.14
Other Insurance	129,106	81,141	47,965	1,434.51	537.36
QAS & QMI Program Revenue	1,147,856	1,133,652	14,204	68.17	64.17
Prior Year Settlements	-	-	-	-	-
TOTAL Net Resident Service Revenue	10,691,201	10,305,118	386,082	453.69	426.54
Grant Revenue	302,338	-	302,338	12.83	-
Other Operating Revenue	6,954	9,927	(2,973)	0.30	0.41
TOTAL Revenue	11,000,493	10,315,045	685,448	466.81	426.95
Operating Expenses					
Nursing	4,944,351	3,929,776	(1,014,575)	209.82	162.66
Therapy	536,331	460,427	(75,904)	22.76	19.06
Dining Services	897,220	953,479	56,259	38.07	39.47
Social Services	109,156	129,762	20,606	4.63	5.37
Activities	134,532	119,936	(14,595)	5.71	4.96
Laundry	77,647	126,156	48,509	3.29	5.22
Housekeeping	285,628	254,674	(30,954)	12.12	10.54
Maintenance	426,025	489,536	63,511	18.08	20.26
Admissions	50,171	49,681	(490)	2.13	2.06
Human Resources	244,812	243,790	(1,022)	10.39	10.09
Administration	927,771	929,897	2,127	39.37	38.49
Employee Benefits	1,312,807	1,421,156	108,349	55.71	58.82
QAS & QMI Program Expense	539,224	514,386	(24,839)	32.03	29.12
Depreciation	637,681	708,333	70,653	27.06	29.32
TOTAL Operating Expenses	11,123,357	10,330,991	(792,366)	472.03	427.61
Net Operating Income (Loss)	(122,864)	(15,946)	(106,918)	(5.21)	(0.66)
Non-Operating Income					
Investment Income	102,569	39,358	63,212	4.35	1.63
Donations	-	-	-	-	-
TOTAL Non-Operating Income	102,569	39,358	63,212	4.35	1.63
Net Income (Loss)	(20,295)	23,412	(43,707)	(0.86)	0.97

AVERAGE DAILY CENSUS JAN 2021 – MAY 2023



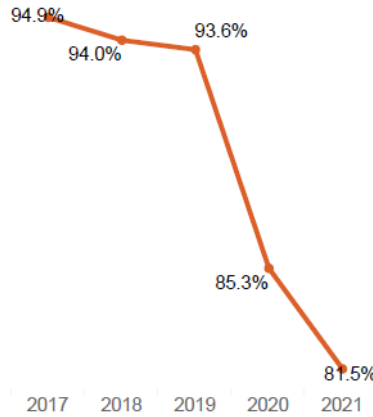
OCCUPANCY PERCENTAGE JAN 2021 – MAY 2023



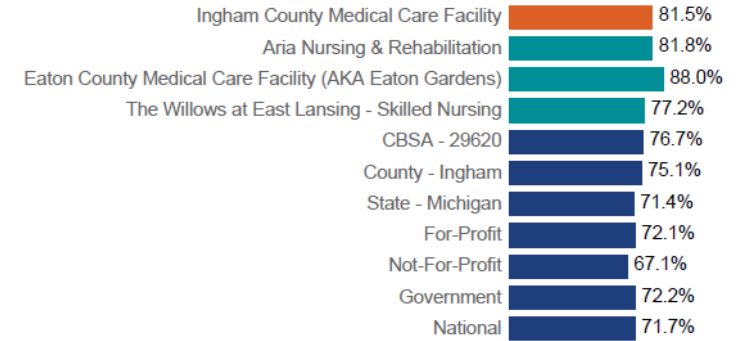
Ingham County Medical Care Facility
Provider # 235015

CBSA: 29620
County: Ingham
State: Michigan

Occupancy - SNF



Target vs. Comparison Facilities



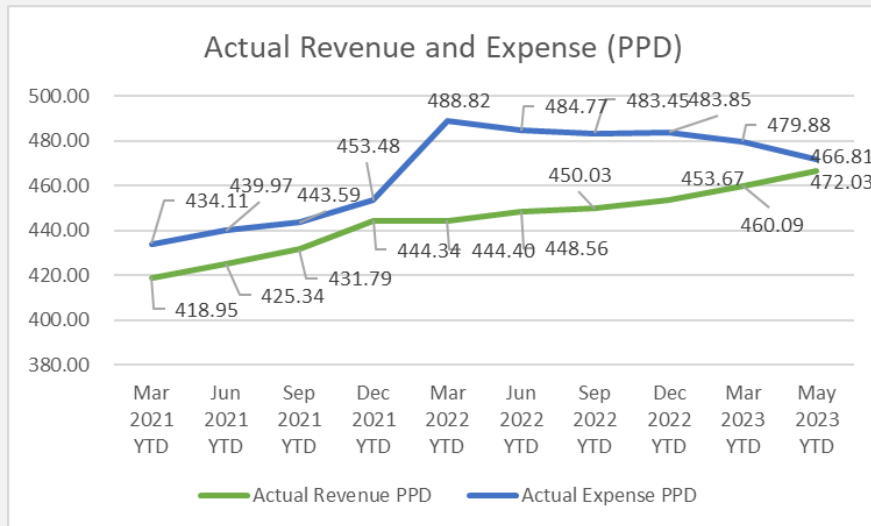
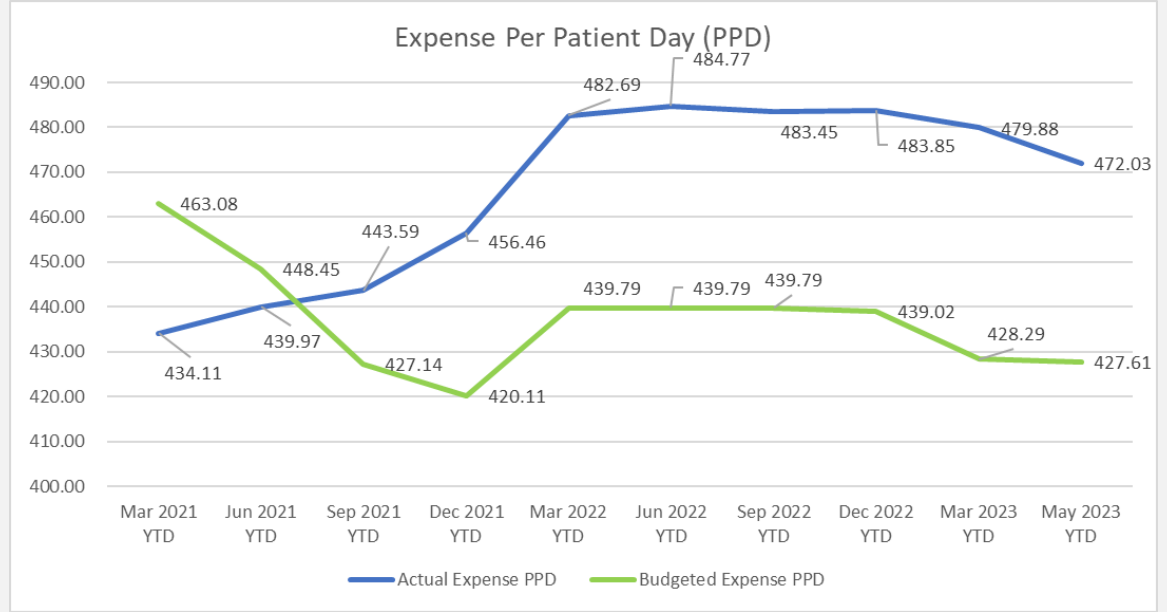
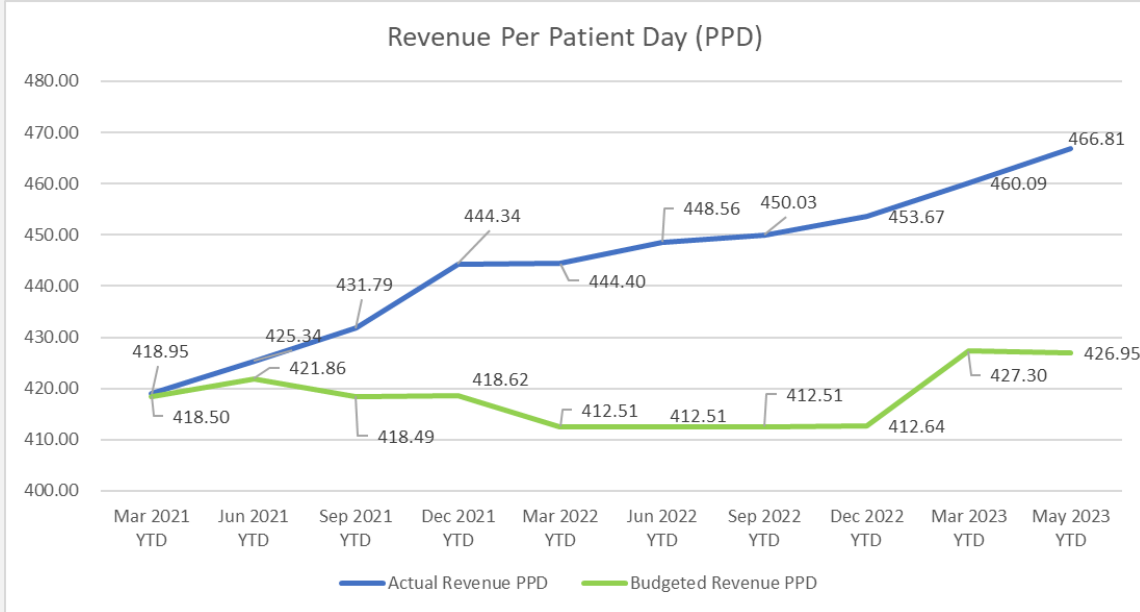
■ Target Facility
 ■ Peer Facilities
 ■ Benchmarks

Please Note: Decrease to 195 beds February 1, 2022 helped increase occupancy back to above 80%

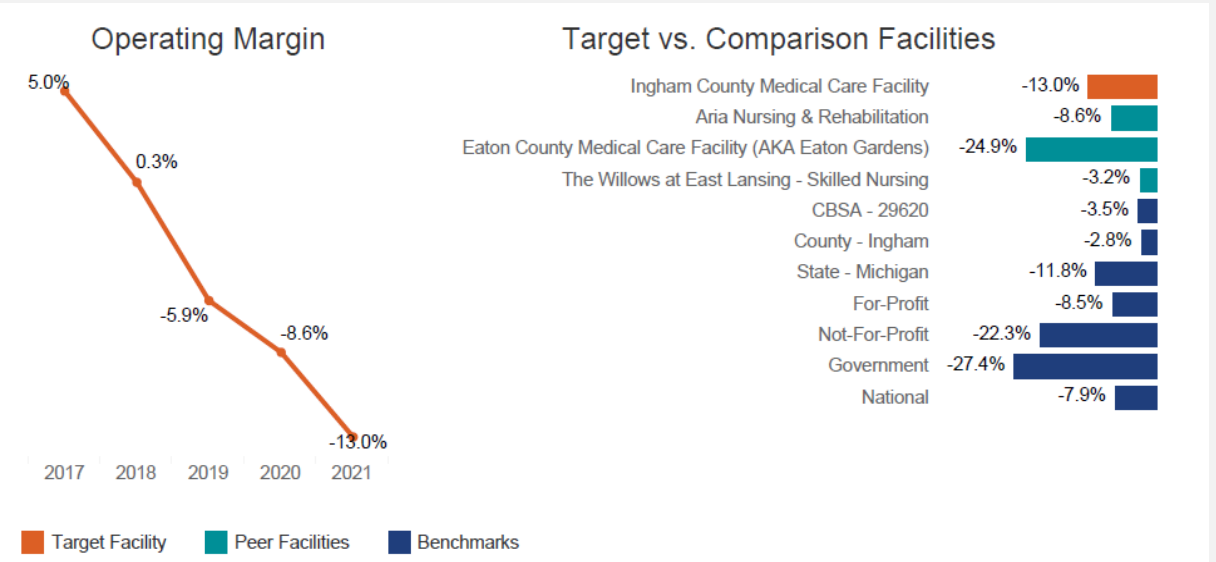
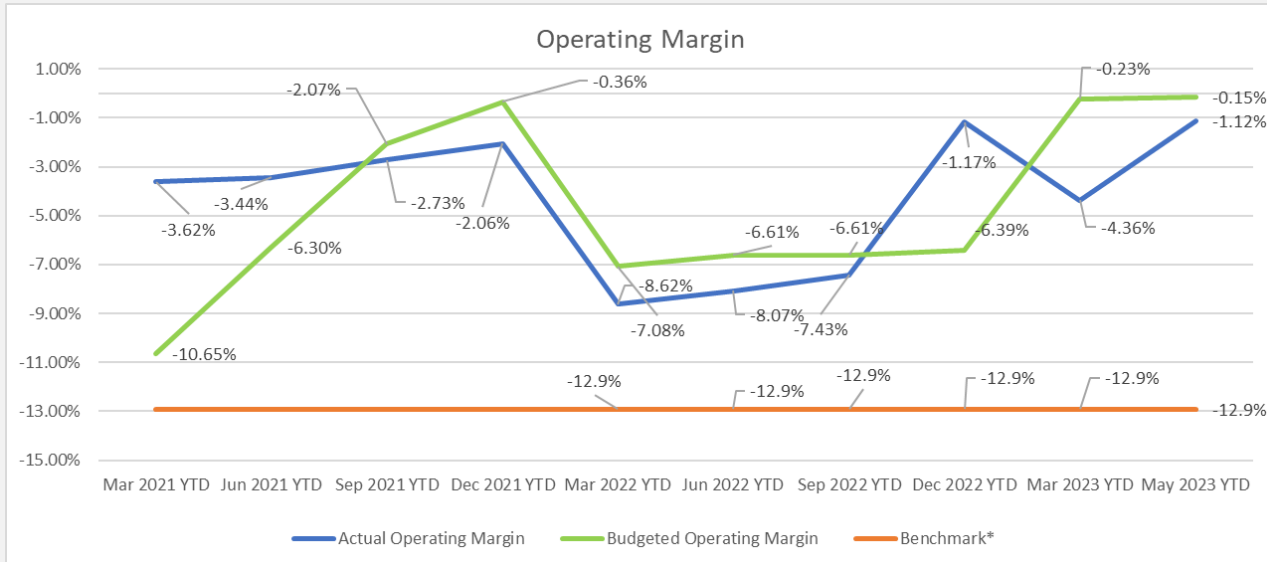
*For Cost Report Reimbursement purposes, Benchmark is set at 85%



REVENUE AND EXPENSE PER PATIENT DAY JAN 2021 – MAY 2023



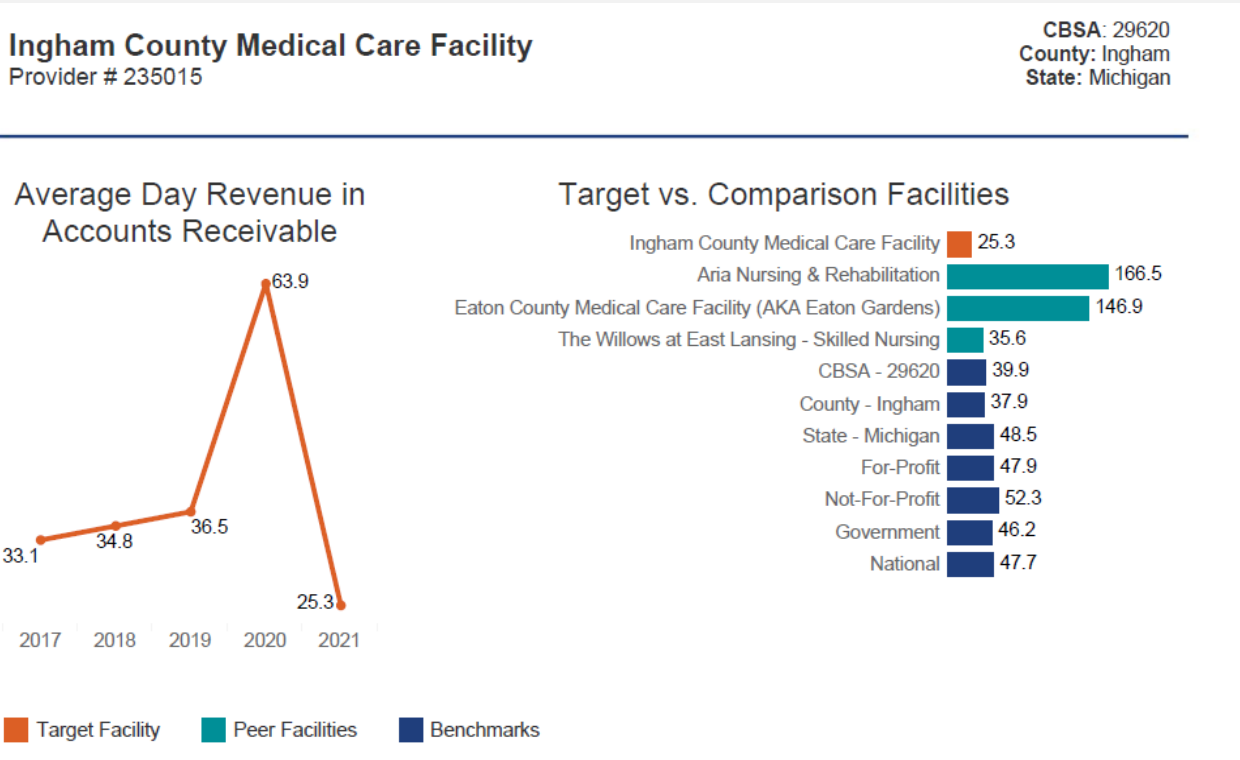
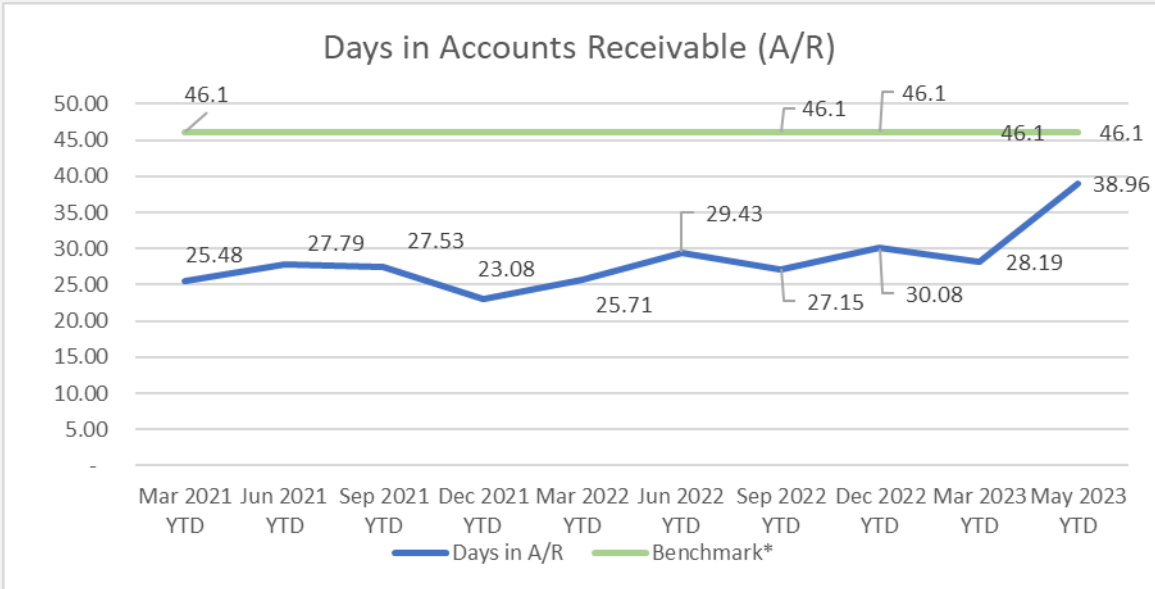
OPERATING MARGIN JAN 2021 – MAY 2023



*Benchmark is average of CBSA (average of all the facilities in our area per the defined geographies) and Not-For-Profit Benchmarks from Plante Moran Edge Report Government 2021



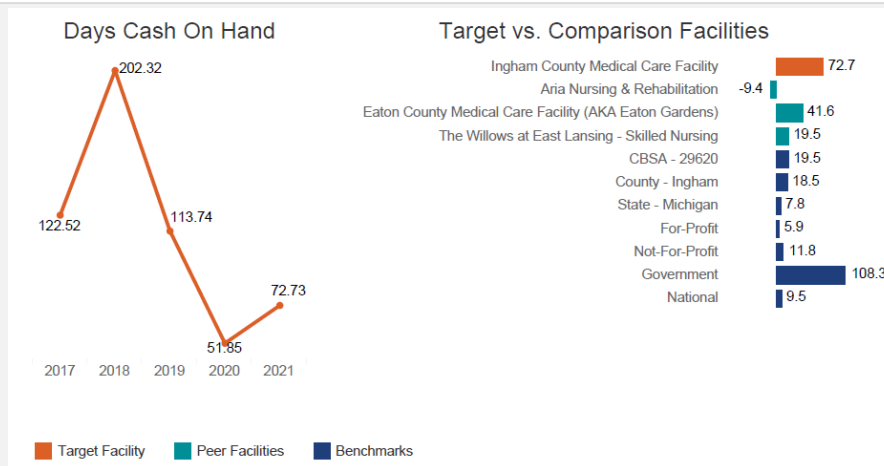
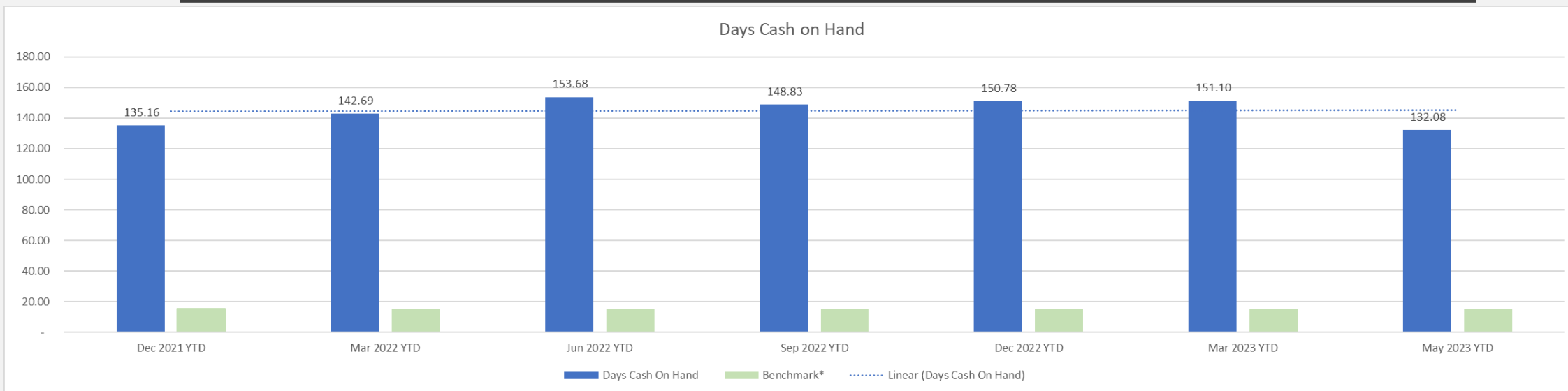
DAYS IN ACCOUNTS RECEIVABLE JAN 2021 – MAY 2023



*Benchmark is average of CBSA (average of all the facilities in our area per the defined geographies) and Not-For-Profit Benchmarks from Plante Moran Edge Report Government 2021



DAYS CASH ON HAND



*Benchmark is average of CBSA (average of all the facilities in our area per the defined geographies) and Not-For-Profit Benchmarks from Plante Moran Edge Report Government 2021



NURSE STAFFING HOURS PER PATIENT DAY (PPD)

	PP7 3/19/23 - 4/1/23	PP7 3/19/23 - 4/1/23	PP7 3/19/23 - 4/1/23	
	Actual PPD	Target PPD	Variance	Not-For-Profit
CENA	2.96	2.79	(0.17)	2.24
LPN	1.04	0.86	(0.18)	1.09
RN	0.41	0.52	0.11	1.00
Nursing Other - RA's	0.09	-	(0.09)	-
Total Nurse Staffing Hours PPD	4.50	4.17	(0.33)	4.33
	PP8 4/2/23 - 4/15/23	PP8 4/2/23 - 4/15/23	PP8 4/2/23 - 4/15/23	
	Actual PPD	Target PPD	Variance	Not-For-Profit
CENA	2.98	2.79	(0.19)	2.24
LPN	1.10	0.86	(0.24)	1.09
RN	0.43	0.52	0.09	1.00
Nursing Other - RA's	0.09	-	(0.09)	-
Total Nurse Staffing Hours PPD	4.59	4.17	(0.42)	4.33
	PP9 4/16/23 - 4/29/23	PP9 4/16/23 - 4/29/23	PP9 4/16/23 - 4/29/23	
	Actual PPD	Target PPD	Variance	Not-For-Profit
CENA	2.88	2.79	(0.09)	2.24
LPN	0.94	0.86	(0.08)	1.09
RN	0.53	0.52	(0.01)	1.00
Nursing Other - RA's	0.11	-	(0.11)	-
Total Nurse Staffing Hours PPD	4.46	4.17	(0.29)	4.33
	PP10 4/30/23 - 5/13/23	PP10 4/30/23 - 5/13/23	PP10 4/30/23 - 5/13/23	
	Actual PPD	Target PPD	Variance	Not-For-Profit
CENA	2.81	2.79	(0.02)	2.24
LPN	0.87	0.86	(0.01)	1.09
RN	0.48	0.52	0.04	1.00
Nursing Other - RA's	0.11	-	(0.11)	-
Total Nurse Staffing Hours PPD	4.26	4.17	(0.09)	4.33
	PP11 5/14/2023 - 5/27/2023	PP11 5/14/2023 - 5/27/2023	PP11 5/14/2023 - 5/27/2023	
	Actual PPD	Target PPD	Variance	Not-For-Profit
CENA	3.06	2.79	(0.27)	2.24
LPN	1.15	0.86	(0.29)	1.09
RN	0.49	0.52	0.03	1.00
Nursing Other - RA's	0.11	-	(0.11)	-
Total Nurse Staffing Hours PPD	4.82	4.17	(0.65)	4.33

*Benchmark is average of CBSA (average of all the facilities in our area per the defined geographies) and Not-For-Profit Benchmarks from Plante Moran Edge Report Government 2021

PLANTE MORAN STAFFING HOURS PPD BENCHMARKING REPORT

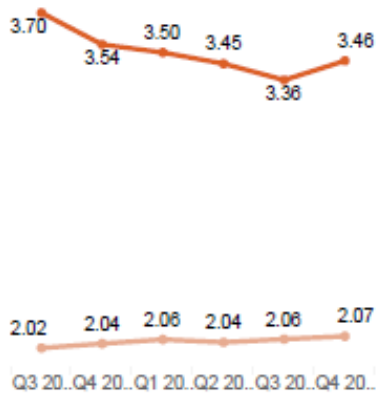
Staffing Hours PPD



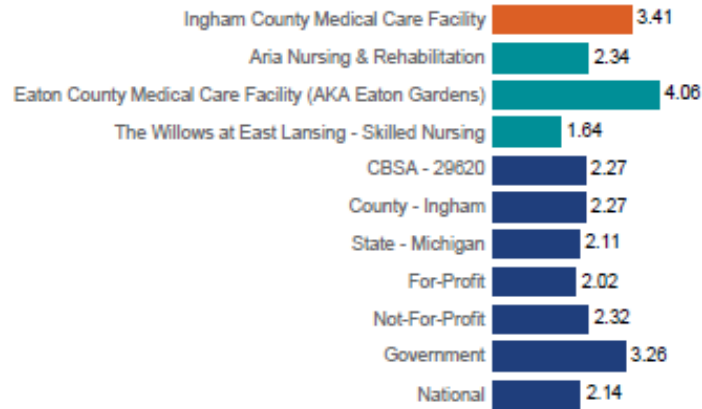
Ingham County Medical Care Facility
Provider # 235015

CBSA: 29620
County: Ingham
State: Michigan

Nurse Aide Staffing Hours PPD



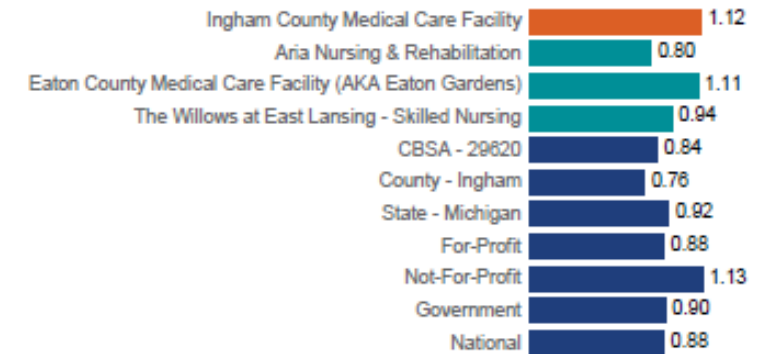
Target vs. Comparison Facilities Adjusted



LPN Staffing Hours PPD



Target vs. Comparison Facilities Adjusted



Max. Case-Mix .. Max. Reported R..

Target Facility Peer Facilities Benchmarks

*Benchmark is average of CBSA (average of all the facilities in our area per the defined geographies) and Not-For-Profit Benchmarks from Plante Moran Edge Report Government 2021



PLANTE MORAN STAFFING HOURS PPD BENCHMARKING REPORT CONT.

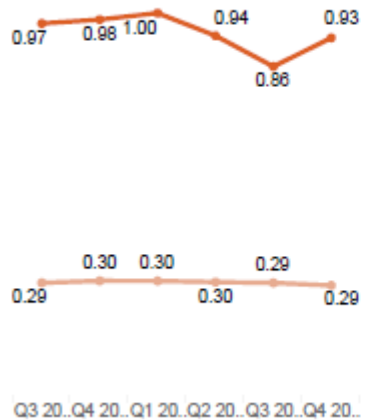
Staffing Hours PPD



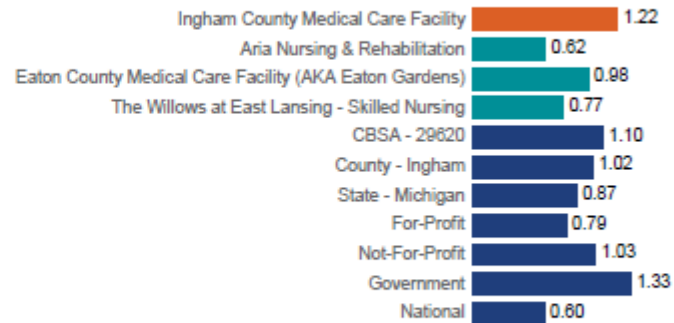
Ingham County Medical Care Facility
Provider # 235015

CBSA: 29620
County: Ingham
State: Michigan

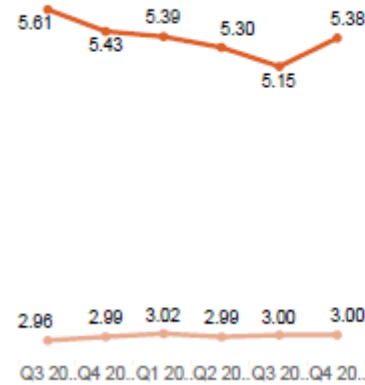
RN Staffing Hours PPD



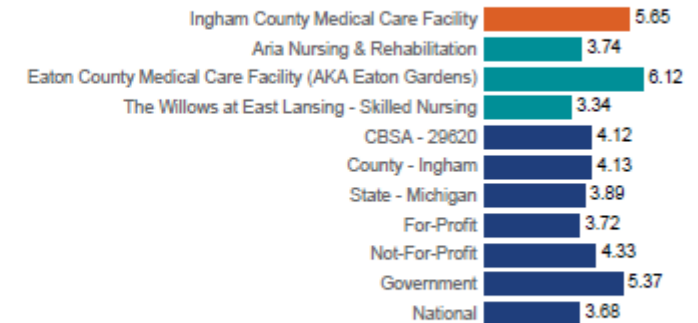
Target vs. Comparison Facilities
Adjusted



Total Nurse Staffing Hours PPD



Target vs. Comparison Facilities
Adjusted



Max. Case-Mix .. Max. Reported R..

Target Facility Peer Facilities Benchmarks

PLANTE MORAN DIRECT CARE WAGE RATE ANALYSIS

Direct Care Wage Rate Analysis

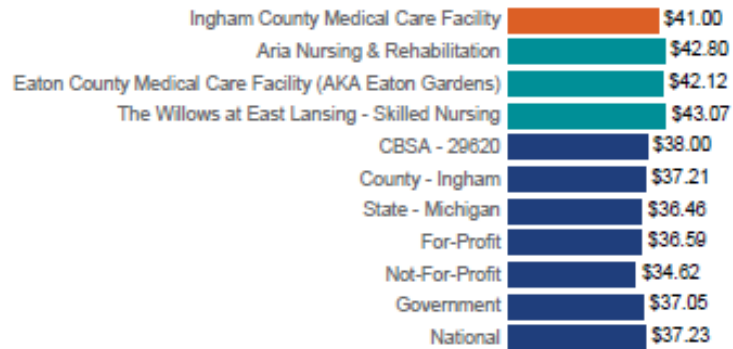
Ingham County Medical Care Facility
Provider # 235015

CBSA: 29620
County: Ingham
State: Michigan

Registered Nurses (RNs) Wage Rate



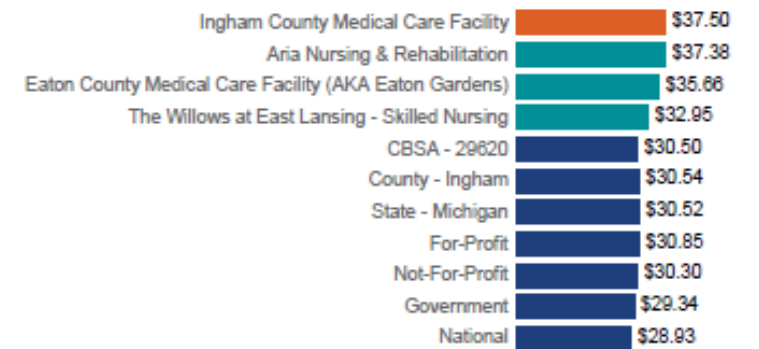
Target vs. Comparison Facilities



Licensed Practical Nurses (LPNs) Wage Rate



Target vs. Comparison Facilities



■ Target Facility
 ■ Peer Facilities
 ■ Benchmarks

PLANTE MORAN

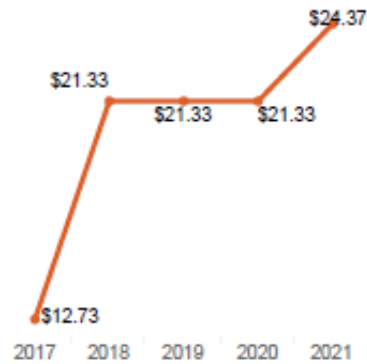
DIRECT CARE WAGE RATE ANALYSIS CONT.

Direct Care Wage Rate Analysis

Ingham County Medical Care Facility
 Provider # 235015

CBSA: 29620
 County: Ingham
 State: Michigan

Certified Nursing Assistant/Aide (CNAs) Wage Rate



Target vs. Comparison Facilities



■ Target Facility
 ■ Peer Facilities
 ■ Benchmarks

PLANTE MORAN SUPPORT STAFF RATE ANALYSIS

Support Staff Wage Rate Analysis

Ingham County Medical Care Facility
Provider # 235015

CBSA: 29620
County: Ingham
State: Michigan

Total Facility Wage Rate



Target vs. Comparison Facilities



Target Facility Peer Facilities Benchmarks