

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

December 13, 2024, at 8:30 a.m.

AGENDA

- I. Public Comment 1 (2-5 Minutes)
- II. Regular Session Meeting Minutes – November 2024
- III. Contracts – NA
- IV. Director’s Report – Chad Hannahs
- V. Director’s Report – Sualyn Holbrook
- VI. Financials update – Chad Hannahs/Sualyn Holbrook
- VII. 2025 Meeting Schedule
- VIII. Recess

Dobie Rd. Facility Update

- I. Public Comment
- II. Dobie Road (ICMCF) updates

A. People Pillar- Frank Russell

The CNO with HR’s support has invested hours recruiting floor nurses in order to eliminate/reduce agency contracts. Wanted to share some numbers with the board to show a comparison between 2023 and 2024.

- Sept 2023 Total Agency Staff in place = 62:
 - 29 Agency LPN/RN
 - 5- Contract- UM/Consultants
 - 28- Agency C.N.A’sDobie Nurses total= 25
- Nov 2024 Agency Staff in place =6:
 - 5 Agency LPN/RN
 - 1-Contract UM
 - 0-Agency C.N.A’sDobie Nurses total= 42

Closed session – Executive Director Contract

12/12/24- Dobie Road will celebrate Staff Holiday Party on all shifts, catered by Cracker Barrel.

12/18/24- Dobie Road has coordinated for the Coffee/Cappuccino Truck to set up in the Atrium in recognition of 2024 accomplishments and success in reducing agency contracts.

Week on 12/9/24- Dobie Road staff and residents will be celebrating 12 days before Christmas. This is a fun festive way for staff and residents to have fun dressing in theme days.

PROPOSED AGENDA

- B. Growth Pillar-Josie Hewitt
 - a. Annual survey window was closed by state of Michigan on 11/26/24.
 - b. The admission team has worked through different solutions to grow long term care census, and we have seen an increase of 6 long term care admissions in the last 30 days.
 - c. We will present the 2025 Strategic Plan at the Jan meeting.
 - d. For the month of December, the residents have a variety of events to enjoy from listening to different community groups choirs, decorating cooking with the scouts, building gingerbread houses, eggnog social, etc.

- C. Service-Shirley Master & Josie Hewitt
 - a. Meeting scheduled with Kitch on Dec 9 to determine future with PACE - updates to be provided.

- D. Finance -Shirley Masters
 - a. Oct financial review
 - b. Meeting scheduled for Dec 12 with counties Deputy Controller and Director of Finance to review: draft 2025 budget, property insurance (how is Dobie Road covered) and Depreciation Fund.
 - c. 2025-Budget Questions and Approval of 2025 budget by the board

- III. Dobie Road- Outpatient Therapy Clinic- No updates for December meeting.

- IV. Corporate Compliance- Kristen Campbell, Corporate Compliance Officer
 - a. Update on Point Click Care (EHR)

- V. Public Comment

- VI. Adjourn