INGHAM COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES BOARD MEETING

July 28, 2023

AGENDA

- I. Public Comment 2-5 Minutes
- II. Approval of minutes of DHS/ICMCF regular session June 2023
- III. Meeting Agenda, Minutes, and postings to the website(s)
- IV. DHS Director Report SuAlyn Holbrook
- V. Child Welfare Director Report Chad Hannahs
- VI. Financial Report Chad Hannahs
- VII. Recess
- VIII. Ingham County Medical Care Facility Updates Leslie Shanlian
 - a. Operations update
 - b. Legal updates
 - c. Regulatory Updated
 - d. PACE Program Update
 - e. Questions and discussion
 - IX. ICMCF Financials update AnnMarie Hornak June 2023
 - X. Public comment 2-5 minutes

Meeting to be held:

Ingham County Medical Care Facility 3860 Dobie Rd., Okemos, MI 48864 (517) 381-6100 On Friday, July 28, 2023, at 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 June 23, 2023

Chairman Matthew Wilczek called the Ingham County Medical Care Facility (ICMCF) portion of the DHHS Boarding Meeting to order at 9:21 a.m. at the Ingham County Medical Care Facility, Rehabilitation Conference Room.

Those present:

Matthew Wilczek, Chairman Bruce Bragg, Member

Leslie Shanlian, Chief Executive Officer Mark Sutton, Systems and Strategic Project Manager

Guests: Family representatives Scott Moles and Gretchen Wagner. Residents Sandy Moles and Katherine Robinson. Twenty-four members of the ICMCF Staff were present.

Absent: AnnMarie Hornek, CFO

Public Comment

Scott Moles & Sandy Moles, and Gretchen Wagner made comments to the board. COO Josie Hewitt, Unit Manager Jennette Weaver, Quality & Life Enrichment Manager Cassie Weston, CCO Char Murphy, HR Assistant Miranda Florian, and DON Becki Krismer made comments to the board.

Minutes of May 2023, Regular Sessions

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

The board heard a presentation by Longevity representative Betsy via ZOOM.

The meeting adjourned at 10:40 am.

Dobie Road Board of Directors Meeting Operations Report July 28, 2023

I. Operations

- a. Plante Moran audit results-representatives from Plante Moran to present (about 20-30 minutes)
- b. South blue hall renovated and residents moved, Red River Road renovations beginning
- c. Introduce nurse leadership team-Tina Brindley, Beckie Krismer, Katie Leonhardt, Mindy Kinney, Dawn Fuller, Jennette Weaver, Frances Duncker, Brandi Eshelman-update from Tina

II. Legal Updates

a. Sentencing update

III. Regulatory

a. Abbreviated survey in process for self reported incidents/complaints

IV. PACE

a. Billing offices working together to clean up communication, erroneous rates of pay-good system established now

V. Finance

- a. Financials
- b. ISNP pro forma, discussion, recommendation and vote

Ingham County Medical Care Facility Balance Sheet - Summary As Of 6/30/2023

	CURRENT PERIOD	PRIOR PERIOD
	Actual \$	Actual \$
Assets		
Current Assets		
Cash		
Petty Cash	992	1,250
Operating Cash	7,585,376	8,401,587
Cash on Deposit with Agent	900,173	900,173
TOTAL Cash	8,486,541	9,303,010
Residents Accounts Receivable		
Gross Accounts Receivable	2,232,125	2,394,290
Allowance for Uncollectible Accounts	(155,000)	(152,000
TOTAL Residents Accounts Receivable	2,077,125	2,242,290
Other Current Assets	7,908,171	7,982,991
TOTAL Current Assets	18,471,837	19,528,290
Investments		
Investment in PACE	1,063,794	1,121,045
Allowance for Uncollectible Investment	(620,000)	(620,000
TOTAL Investments	443,794	501,045
Fixed Assets		
Property and Equipment	44,570,654	44,250,789
Accumulated Depreciation	(20,102,261)	(19,969,313
TOTAL Fixed Assets	24,468,393	24,281,476
Other Assets		
Net Pension Asset	2,719,618	2,719,618
Net OPEB Asset	144,057	144,057
Deposits Held by Vendors	56,099	56,099
TOTAL Other Assets	2,919,774	2,919,774
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
OTAL Assets	50,534,847	51,461,634
iabilities And Net Assets		
Current Liabilities		
Accounts Payable	13,911	(17,650
Third Party Settlements	643,234	1,871,924
Other Accrued Liabilities	1,222,597	632,634
TOTAL Current Liabilities	1,879,742	2,486,908
Long-term Debt	7,156,118	7,161,311
Other Liabilities		
Net Pension Liability		•
Net OPEB Liability	-	·
TOTAL Other Liabilities	-	-
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	37,330,427	37,330,427
Current Year Net Income (Loss)	(334,723)	(20,295
TOTAL Net Assets	36,995,704	37,310,132
OTAL Liabilities And Net Assets	50,534,847	51,461,634

Ingham County Medical Care Facility Income Statement - Summary 6/1/2023 to 6/30/2023

	CURRENT	CURRENT PERIOD		YEAR TO DATE	
	Actual \$	Actual / Day	Actual \$	Actual / Day	
Revenue					
Net Resident Service Revenue					
Medicare Part A	180,411	660.85	1,703,581	641.65	
Managed Medicare	192,314	525.45	908,480	540.12	
Medicare Part B	72,577	15.14	397,017	14.00	
Medicaid	1,205,762	342.35	6,957,078	341.72	
PACE	85,815	357.56	522,131	376.45	
Private	73,693	377.91	486,325	363.20	
Hospice	61,135	368.28	311,333	382.00	
Other Insurance	23,735	741.72	152,841	1,252.80	
QAS & QMI Program Revenue	255,139	72.44	1,402,995	68.91	
Prior Year Settlements	(4,007)	(0.84)	(4,007)	(0.14)	
TOTAL Net Resident Service Revenue	2,146,574	447.76	12,837,774	452.69	
Grant Revenue	55,601	11.60	357,939	12.62	
Other Operating Revenue	(29,853)	(6.23)	(22,898)	(0.81)	
TOTAL Revenue	2,172,321	453.13	13,172,814	464.50	
Operating Expenses					
Nursing	1,168,535	243.75	6,112,886	215.55	
Therapy	109,540	22.85	645,871	22.77	
Dining Services	171,745	35.83	1,068,965	37.69	
Social Services	19,962	4.16	129,118	4.55	
Activities	37,408	7.80	171,939	6.06	
Laundry	12,069	2.52	89,716	3.16	
Housekeeping	65,338	13.63	350,966	12.38	
Maintenance	85,418	17.82	511,444	18.03	
Admissions	10,980	2.29	61,152	2.16	
Human Resources	51,457	10.73	296,269	10.45	
Administration	256,115	53.42	1,183,886	41.75	
Employee Benefits	283,843	59.21	1,596,651	56.30	
QAS & QMI Program Expense	105,226	29.88	644,451	31.65	
Depreciation	132,948	27.73	770,629	27.17	
TOTAL Operating Expenses	2,510,585	523.69	13,633,942	480.76	
Net Operating Income (Loss)	(338,264)	(70.56)	(461,128)	(16.26)	
Non-Operating Income					
Investment Income	23,836	4.97	126,405	4.46	
Donations	-		-		
Noncapital Grants & Contributions					
TOTAL Noncapital Grants & Contributions		-	-	-	
TOTAL Non-Operating Income	23,836	4.97	126,405	4.46	
Net Income (Loss)	(314,428)	(65.59)	(334,723)	(11.80)	

Ingham County Medical Care Facility Monthly Budget - Summary 6/1/2023 to 6/30/2023

	CURRENT PERIOD				
	Actual \$	Budget \$	Var \$	Actual / Day	Budget / Day
Revenue					
Net Resident Service Revenue					
Medicare Part A	180,411	217,465	(37,054)	660.85	604.07
Managed Medicare	192,314	143,219	49,095	525.45	530.44
Medicare Part B	72,577	42,778	29,799	15.14	8.91
Medicaid	1,205,762	1,173,428	32,334	342.35	334.31
PACE	85,815	66,951	18,864	357.56	371.95
Private	73,693	117,810	(44,117)	377.91	357.00
Hospice	61,135	44,657	16,478	368.28	372.14
Other Insurance	23,735	16,121	7,614	741.72	537.37
QAS & QMI Program Revenue	255,139	226,730	28,408	72.44	64.60
Prior Year Settlements	(4,007)	-	(4,007)	(0.84)	-
TOTAL Net Resident Service Revenue	2,146,574	2,049,159	97,414	447.76	426.91
Grant Revenue	55,601	-	55,601	11.60	-
Other Operating Revenue	(29,853)	2,239	(32,092)	(6.23)	0.47
TOTAL Revenue	2,172,321	2,051,399	120,922	453.13	427.37
Operating Expenses					
Nursing	1,168,535	780,921	(387,613)	243.75	162.69
Therapy	109,540	91,979	(17,561)	22.85	19.16
Dining Services	171,745	189,784	18,038	35.83	39.54
Social Services	19,962	25,832	5,871	4.16	5.38
Activities	37,408	23,845	(13,562)	7.80	4.97
Laundry	12,069	25,070	13,000	2.52	5.22
Housekeeping	65,338	50,609	(14,729)	13.63	10.54
Maintenance	85,418	95,621	10,202	17.82	19.92
Admissions	10,980	9,872	(1,108)	2.29	2.06
Human Resources	51,457	48,575	(2,881)	10.73	10.12
Administration	256,115	206,590	(49,525)	53.42	43.04
Employee Benefits	283,843	282,863	(980)	59.21	58.93
QAS & QMI Program Expense	105,226	102,877	(2,349)	29.88	29.31
Depreciation	132,948	141,667	8,719	27.73	29.51
TOTAL Operating Expenses	2,510,585	2,076,106	(434,479)	523.69	432.52
Net Operating Income (Loss)	(338,264)	(24,707)	(313,557)	(70.56)	(5.15)
Non-Operating Income					
Investment Income	23,836	7,872	15,964	4.97	1.64
Donations	-	-	-	-	
Noncapital Grants & Contributions					
TOTAL Noncapital Grants & Contributions	-	-		-	
TOTAL Non-Operating Income	23,836	7,872	15,964	4.97	1.64
Net Income (Loss)	(314,428)	(16,835)	(297,593)	(65.59)	(3.51)

Ingham County Medical Care Facility Year-to-Date Budget - Summary 6/1/2023 to 6/30/2023

	1	Υ	EAR TO DATE		
	Actual \$	Budget \$	Var \$	Actual / Day	Budget / Day
Revenue					
Net Resident Service Revenue					
Medicare Part A	1,703,581	1,312,040	391,541	641.65	604.07
Managed Medicare	908,480	864,088	44,392	540.12	530.44
Medicare Part B	397,017	256,668	140,350	14.00	8.86
Medicaid	6,957,078	7,079,682	(122,604)	341.72	334.31
PACE	522,131	403,939	118,192	376.45	371.95
Private	486,325	710,787	(224,462)	363.20	357.00
Hospice	311,333	269,429	41,904	382.00	372.14
Other Insurance	152,841	97,262	55,579	1,252.80	537.36
QAS & QMI Program Revenue	1,402,995	1,360,383	42,612	68.91	64.24
Prior Year Settlements	(4,007)	-	(4,007)	(0.14)	-
TOTAL Net Resident Service Revenue	12,837,774	12,354,277	483,497	452.69	426.60
Grant Revenue	357,939	-	357,939	12.62	-
Other Operating Revenue	(22,898)	12,166	(35,065)	(0.81)	0.42
TOTAL Revenue	13,172,814	12,366,444	806,370	464.50	427.02
Operating Expenses					
Nursing	6,112,886	4,710,698	(1,402,188)	215.55	162.66
Therapy	645,871	552,406	(93,464)	22.77	19.07
Dining Services	1,068,965	1,143,263	74,297	37.69	39.48
Social Services	129,118	155,595	26,476	4.55	5.37
Activities	171,939	143,782	(28,158)	6.06	4.96
Laundry	89,716	151,225	61,509	3.16	5.22
Housekeeping	350,966	305,284	(45,683)	12.38	10.54
Maintenance	511,444	585,157	73,713	18.03	20.21
Admissions	61,152	59,553	(1,598)	2.16	2.06
Human Resources	296,269	292,365	(3,904)	10.45	10.10
Administration	1,183,886	1,136,488	(47,398)	41.75	39.24
Employee Benefits	1,596,651	1,704,019	107,368	56.30	58.84
QAS & QMI Program Expense	644,451	617,263	(27,188)	31.65	29.15
Depreciation	770,629	850,000	79,371	27.17	29.35
TOTAL Operating Expenses	13,633,942	12,407,097	(1,226,845)	480.76	428.42
Net Operating Income (Loss)	(461,128)	(40.653)	(420.475)	(16.26)	(1.40)
Net Operating income (Loss)	(461,120)	(40,653)	(420,475)	(16.26)	(1.40)
Non-Operating Income					
Investment Income	126,405	47,229	79,176	4.46	1.63
Donations	-	-	-	-	-
Noncapital Grants & Contributions					
TOTAL Noncapital Grants & Contributions	-	-	-	-	-
TOTAL Non-Operating Income	126,405	47,229	79,176	4.46	1.63
Net Income (Loss)	(334,723)	6,576	(341,299)	(11.80)	0.23
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Ingham County Medical Care Facility Cash Flow Statement 6/1/2023 to 6/30/2023

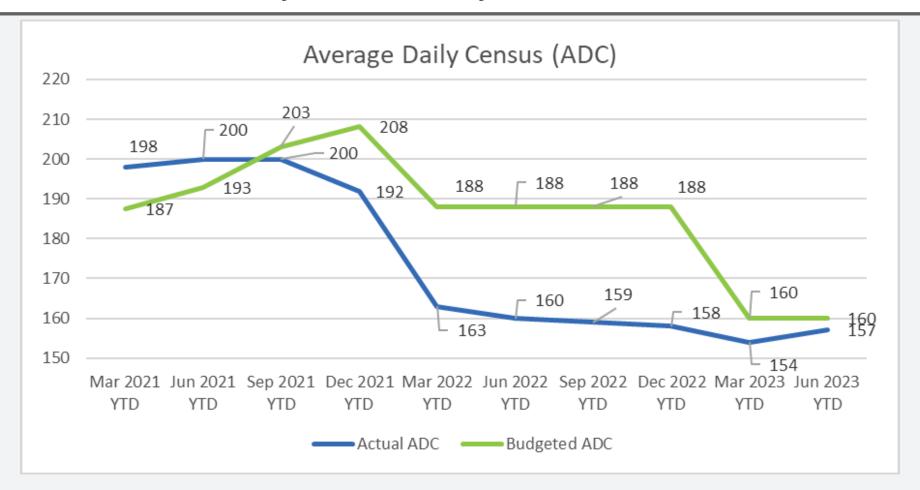
CURRENT PERIOD 6/1/2023 to 6/30/2023 YEAR TO DATE 1/1/2023 to 6/30/2023

	Actual \$	Actual \$
Cash Flows from Operating Activities	Actual \$	Actual \$
	(220.264)	(464 420)
Operating income (loss) Depreciation	(338,264) 132,948	(461,128) 770,629
Allowance for bad debt	3,000	
		16,000
Amortization of issuance premium Changes in assets and liabilities:	(5,193)	(31,160)
Resident accounts receivable	162,165	(13 120)
Other assets	74,820	(13,120) (95,256)
Third-party payor settlements	(91,504)	(1,043,242)
Accounts payable	31,561	(467,586)
Other accrued liabilities	23,381	215,899
Net pension benefit	20,301	213,033
Net OPEB benefit		
Deferred outflows of resources		_
Deferred inflows of resources		_
TOTAL Changes in assets and liabilities:	200,422	(1,403,304)
TOTAL Cash Flows from Operating Activities	(7,086)	(1,108,963)
TOTAL Cash Flows Holli Operating Activities	(1,000)	(1,100,303)
Cash Flows from Financing Activites		
Purchase of property and equipment	(319,865)	(1,061,317)
Donations received	-	-
Principal payments on notes payable		-
Allowance for PACE investment	-	-
TOTAL Cash Flows from Financing Activites	(319,865)	(1,061,317)
Cash Flows from Investing Activities		
Investment income	21,086	109,176
Loan repayments related to investment	60,000	200,000
TOTAL Cash Flows from Investing Activities	81,086	309,176
Net Cash Flows from All Activities	(245.965)	(4.964.405)
	(245,865)	(1,861,105)
Beginning Cash Balances as of 5/31/2023	9,303,010	10,918,249
Ending Cash Balances	9,057,145	9,057,145

Ingham County Medical Care Facility Cash Flow Statement w-PM and PY 6/1/2023 to 6/30/2023

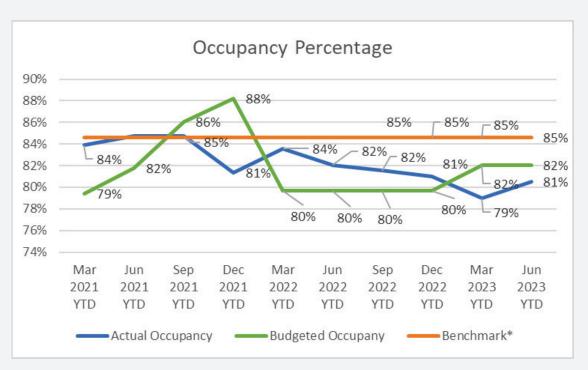
	CURRENT PERIOD	PRIOR PERIOD	SAME PERIOD PRIOR YEAR	YEAR TO DATE	PREVIOUS YEAR
	6/1/2023 to 6/30/2023	5/1/2023 to 5/31/2023	6/1/2022 to 6/301/2022	1/1/2023 to 6/30/2023	1/1/2022 to 12/31/2022
	Actual \$	Actual \$	Actual \$	Actual \$	Actual \$
Cash Flows from Operating Activities					
Operating income (loss)	(338,264)	212,694	(202,452)	(461,128)	(254,111)
Depreciation	132,948	127,219	132,822	770,629	1,549,116
Allowance for bad debt	3,000	7,000	19,000	16,000	33,000
Amortization of issuance premium	(5,193)	(5,193)	(6,034)	(31,160)	(67,123)
Changes in assets and liabilities:					
Resident accounts receivable	162,165	(77,765)	258,032	(13,120)	(277,369)
Other assets	74,820	(47,349)	279,307	(95,256)	436,183
Third-party payor settlements	(91,504)	(84,443)	260,222	(1,043,242)	(406,176)
Accounts payable	31,561	(24,174)	(149,002)	(467,586)	297,156
Other accrued liabilities	23,381	(564,591)	(610,601)	215,899	(501,917)
Net pension benefit	-				(2,587,091)
Net OPEB benefit	-				1,409,627
Deferred outflows of resources	-	-	-	-	(1,086,553)
Deferred inflows of resources	-	•		-	752,182
TOTAL Changes in assets and liabilities:	200,422	(798,322)	37,958	(1,403,304)	(1,963,959)
TOTAL Cash Flows from Operating Activities	(7,086)	(456,601)	(18,706)	(1,108,963)	(703,077)
Cash Flows from Financing Activites					
Purchase of property and equipment	(319,865)	(599,394)	(78,099)	(1,061,317)	(578,863)
Donations received		-		-	•
Principal payments on notes payable	-	-		-	(580,000)
Allowance for PACE investment	-	-	-	-	(130,000)
TOTAL Cash Flows from Financing Activites	(319,865)	(599,394)	(78,099)	(1,061,317)	(1,288,863)
Cash Flows from Investing Activities					
Investment income	21,086	26,765	3,628	109,176	110,404
Loan repayments related to investment	60,000	-	-	200,000	150,000
TOTAL Cash Flows from Investing Activities	81,086	26,765	3,628	309,176	260,404
TO THE GROWN TOWN TOWN THE COLLING TREATMENT	01,000	20,700	0,020	330,110	200,101
Net Cash Flows from All Activities	(245,865)	(1,029,231)	(93,177)	(1,861,105)	(1,731,536)
Beginning Cash Balances as of 5/31/2023	9,303,010	10,332,240	12,120,779	10,918,249	11,150,109
Ending Cash Balances	9,057,145	9,303,010	12,027,602	9,057,145	9,418,573

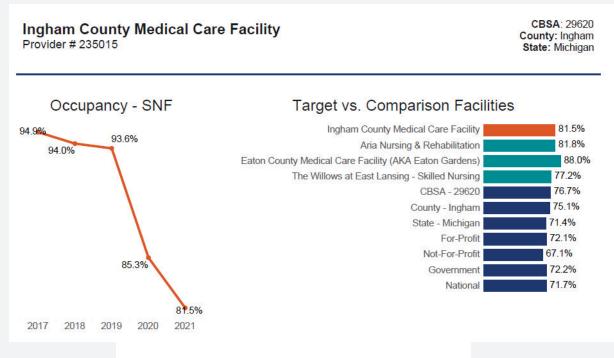
AVERAGE DAILY CENSUS JAN 2021 – JUN 2023





OCCUPANCY PERCENTAGE JAN 2021 – JUN 2023





Peer Facilities

Target Facility

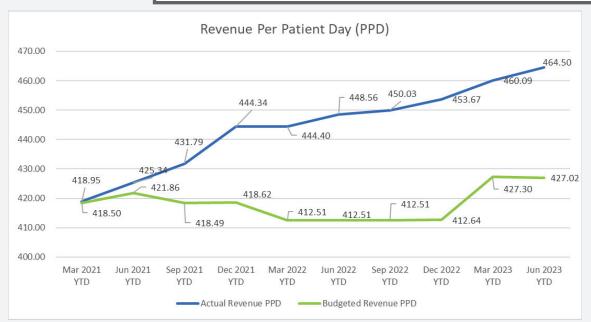
Please Note: Decrease to 195 beds February 1, 2022 helped increase occupancy back to above 80%

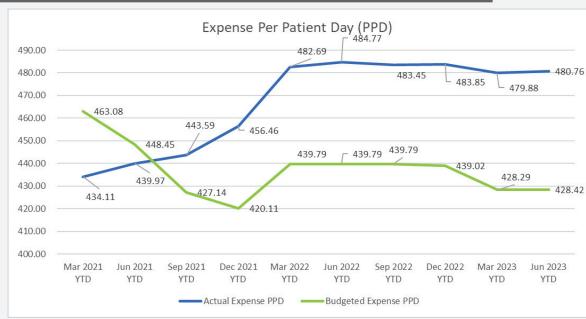


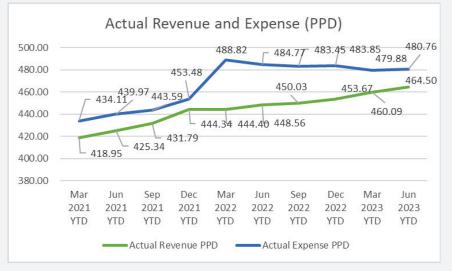
Benchmarks

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

REVENUE AND EXPENSE PER PATIENT DAY JAN 2021 – JUN 2023









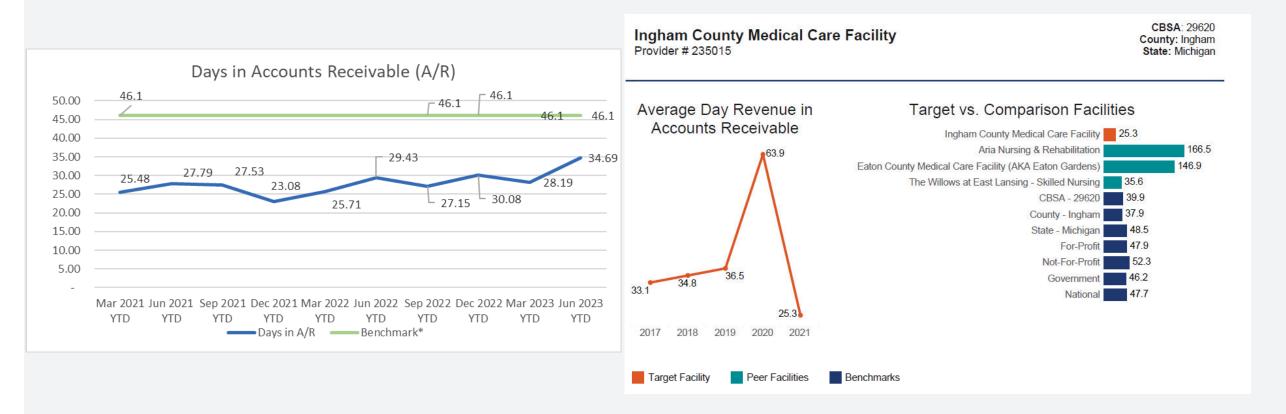
OPERATING MARGIN JAN 2021 – JUN 2023





^{*}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

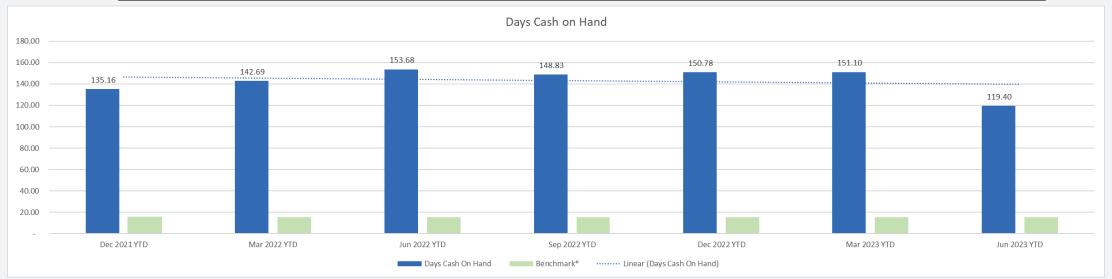
DAYS IN ACCOUNTS RECEIVABLE JAN 2021 – JUN 2023

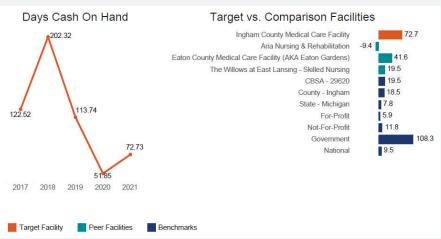


^{*}Benchmark is average of CBSA (average of all the facilities in our area per the defined geographies) and Not-For-Profit Benchmarks from Plante Moran Edge Report Government 2021



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



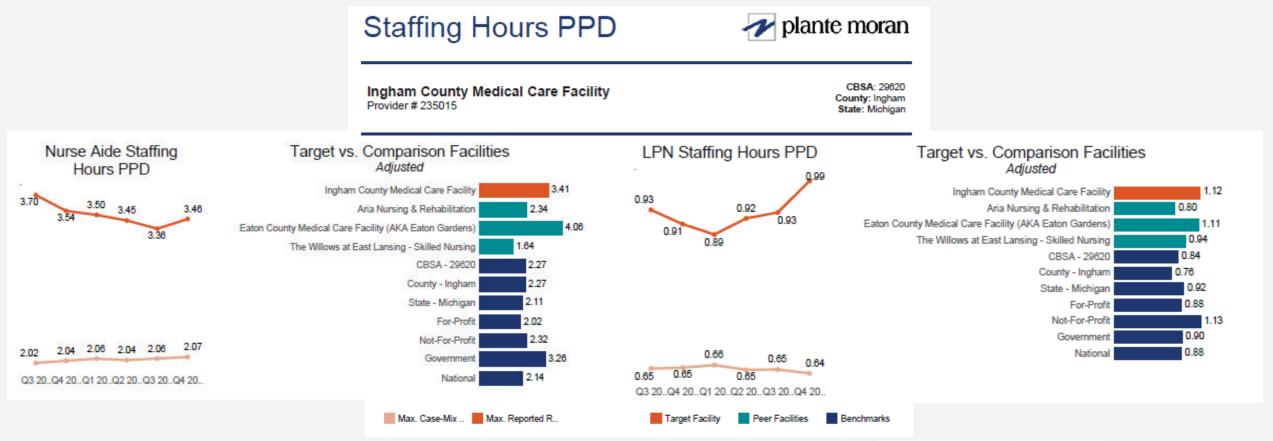
NURSE STAFFING HOURS PER PATIENT DAY (PPD)

	PP10	PP10	PP10	
	4/30/23 - 5/13/23	4/30/23 - 5/13/23	4/30/23 - 5/13/23	
	Actual PPD	Target PPD	Variance	Not-For-Profit
CENA	2.67	2.79	0.12	2.24
LPN	0.79	0.86	0.12	1.09
BN BN	0.73	0.52	0.07	1.00
Nursing Other - RA's	0.43	0.52	(0.13)	1.00
Total Nurse Staffing Hours PPD	4.02	4.17	0.15	4.33
Total Nurse Starring Hours PPD	4.02	4.17	U. 13	4.33
	PP11	PP11	PP11	
	5/14/2023 - 5/27/2023	5/14/2023 - 5/27/2023	5/14/2023 - 5/27/2023	
	Actual PPD	Target PPD	Variance	Not-For-Profit
CENA	2.68	2.79	0.11	2.24
LPN	1.07	0.86	(0.21)	1.09
BN	0.44	0.52	0.08	1.00
Nursing Other - RA's	0.14	-	(0.14)	-
Total Nurse Staffing Hours PPD	4.33	4.17	(0.16)	4.33
Total Harse Starring Hours 11 B	4.00	4.11	(0.10)	4.00
	PP12	PP12	PP12	
	5/28/2023 - 6/10/2023	5/28/2023 - 6/10/2023	5/28/2023 - 6/10/2023	
	Actual PPD	Target PPD	Variance	Not-For-Profit
CENA	2.84	2.79	(0.05)	2.24
LPN	1.03	0.86	(0.17)	1.09
BN	0.41	0.52	0.11	1.00
Nursing Other - RA's	0.12	-	(0.12)	-
Total Nurse Staffing Hours PPD	4.39	4.17	(0.22)	4.33
Total Harse Starring Hours 11 B	4.33	7.11	(0.22)	4.55
	PP13	PP13	PP13	
	6/11/2023 - 6/24/2023	6/11/2023 - 6/24/2023	6/11/2023 - 6/24/2023	
	Actual PPD	Target PPD	Variance	Not-For-Profit
CENA	2.99	2.79	(0.20)	2.24
LPN	0.67	0.86	0.19	1.09
RN	0.40	0.52	0.12	1.00
Nursing Other - RA's	0.72	-	(0.72)	-
Total Nurse Staffing Hours PPD	4.79	4.17	(0.62)	4.33
	PP14	PP14	PP14	
	6/25/2023 - 7/8/2023	6/25/2023 - 7/8/2023	6/25/2023 - 7/8/2023	
	Actual PPD	Target PPD	Variance	Not-For-Profit
CENA	2.90	2.79	(0.11)	2.24
LPN	1.06	0.86	(0.20)	1.09
RN	0.35	0.52	0.17	1.00
Nursing Other - RA's	0.22	-	(0.22)	-
Total Nurse Staffing Hours PPD	4.53	4.17	(0.36)	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



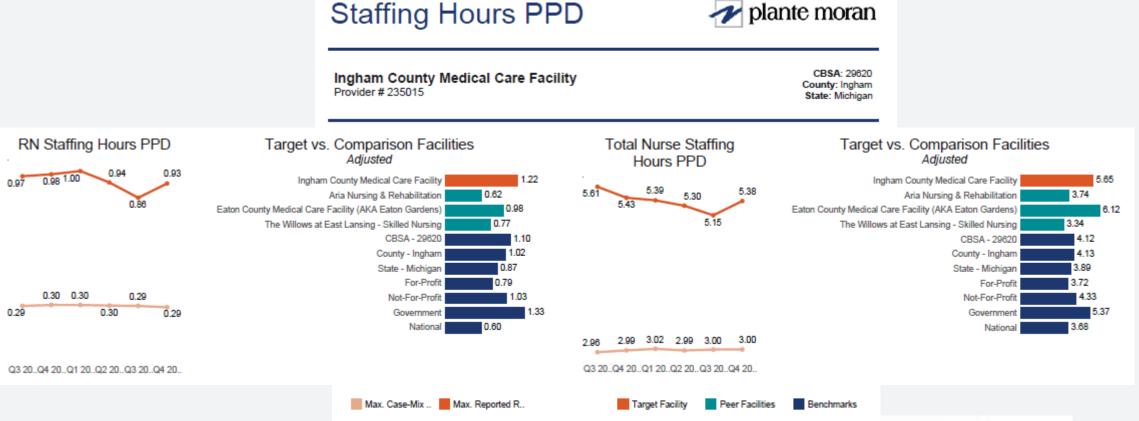
PLANTE MORAN STAFFING HOURS PPD BENCHMARKING REPORT



*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

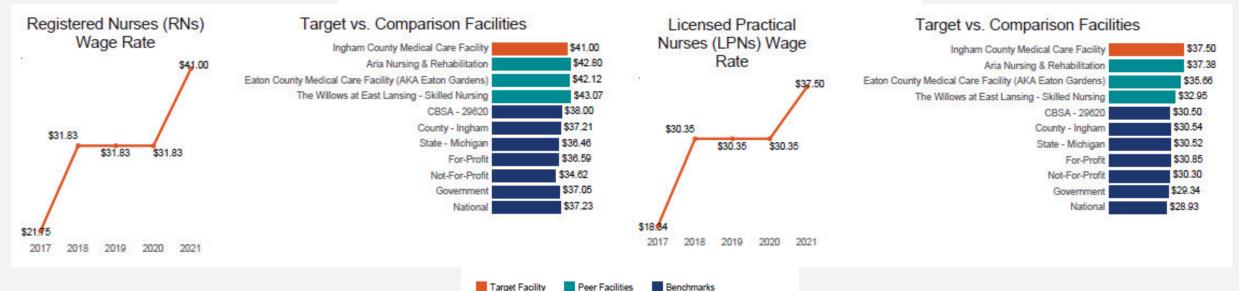


PLANTE MORAN STAFFING HOURS PPD BENCHMARKING REPORT CONT.



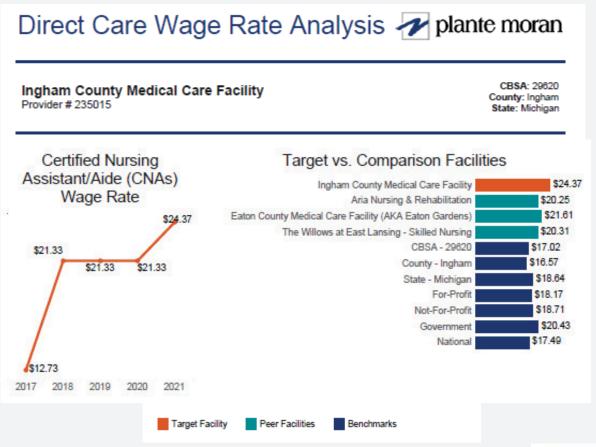
PLANTE MORAN DIRECT CARE WAGE RATE ANALYSIS







PLANTE MORAN DIRECT CARE WAGE RATE ANALYSIS CONT.





PLANTE MORAN SUPPORT STAFF RATE ANALYSIS

