

INGHAM COUNTY MEDICAL CARE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES BOARD MEETING MINUTES  
September 22, 2023

Chairman Matthew Wilczek called the DHS Boarding Meeting to order at 8:30 a.m. at the Ingham County Medical Care Facility, Rehabilitation Conference Room.

**Those present:**

**DEPARTMENT**

Matt Wilczek, Chairman

Chad Hannahs, ICDHHS Director, Children's Services via TEAMS.

Bruce Bragg - Member

Sualyn Holbrook, ICDHHS Director, ESA Administration

Christina Clemmons, Executive Secretary, ESA Administration

**Those Absent:**

Richelle Wilcox, Executive Secretary, Children's Services

Rebecca Meszaros, Community Resource Coordinator

The Department portion of the meeting was called to order at 8:40 a.m. by Matt Wilczek.

**Public Comment:**

None.

**Minutes of the August 25, 2023 Regular Session**

Motion: Matt Wilczek approved the minutes.

**Adult Services Report**

No report.

**Children Services Director's Report**

Chad Hannahs informed the Board of Child Welfare events during the month at Ingham County DHHS and presented statistical information regarding child welfare.

**Cash Services Director's Report**

Sualyn Holbrook informed the Board of Cash Assistance events during the month at Ingham County DHHS and presented statistical information regarding cash services.

**PROPOSED MINUTES**

## **Contracts**

Last 2 contracts revised, and signatures required.

## **Financials**

Chad Hannahs presented financials for August 2023

Sualyn Holbrook presented financials for August 2023.

Department portion of the meeting recessed at 9:22 am.

Reconvene at 9:30 a.m. for updates from ICMCF.

### Those present:

Matthew Wilczek, Chairman

Bruce Bragg, Member

Leslie Shanlian, Chief Executive Officer

Brian Cummings, CFO

Lisa Cybulla, Sr. Director of Business Services

Guests: Family representative Scott Moles, Traci Ruiz

Absent:

### Public Comment

Scott Moles – spouse of Sandy Moles

- Expressed frustrations with agency staff but noted facility is dealing with staff appropriately.

Traci Ruiz

- Commented on previously reported concerns

### Minutes of September 2023, Regular Sessions

- Leslie Shanlian provided an Operations report and discussed emergency acceptance of Haven of Rest residents displaced by tornado.
- COVID is making its rounds in the industry.
- Union Negotiations wrapped up with both AFSCME and UAW.
- ISNP partnership planning for go-live in November.
- Working with dining services vendor to address resident feedback and related concerns
- Jennifer Ankney won the Hero of Healthcare award at the recent HCAM conference.
- Regulatory. Uptick in citations from annual survey. Most at a low level and have been closed or corrective plans in process
- PACE updates provided.

Recommendation made to Room and Board rate increase to \$375.00/day. Bruce Bragg moved to approve the rate increase. Motion carried.

July Financial report was presented. Bruce Bragg moved to accept the financial report. Motion carried.

Next scheduled meeting is October 27, 2023.

Motion to adjourn at 10:32 am, by Chairman Matt Wilczek. Motion carried.

**PROPOSED MINUTES**