

MINUTES OF THE OCEANA COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES BOARD MEETING

January 26, 2026

Financial Report:

Mrs. Leone stated some of the highlights for the month of December 2025 as listed below:

Highlights:

- MERS Defined Benefit additional payment was made in December.
The Board approved amount of \$1 million dollars will decrease our monthly invoice in 2026 from \$106,667 to \$101,250.
- Average census for the reporting month was 95
Equal to budget for the month of December 2025
- CPE letters arrived: \$2.4 million received and \$1.7 million takeback
The large takeback is due to our FY2023 Medicaid billing.
These amounts are reflected on the Balance Sheet of the December financials.
- Year End write offs will not be submitted with this meeting to allow time for the new Administrator to review and approve.

Revenue Highlights:

- Gross Resident Revenue \$1,538,864
Resulting in a \$228,916 positive budget variance for the reporting month
- Interest income for the reporting month was \$31,075
\$2,362 below this month's budgeted amount

Expense Highlights:

- Total Expenditures \$2,865,897*
Resulting in a \$1,253,025 negative budget variance**
*The total expenditures include MERS DC additional payment of \$1 million
**less the MERS DB payment, the negative budget variance is \$253,025

Moved by Mr. Van Sickle and seconded by Ms. East to approve the financial report for December 2025 as presented. Voice vote. Motion carried.

Decision Paper – Replacement of Boiler #3 Domestic Water Heating:

On January 15, there was a loss of hot water in Alzheimer's Unit (AU). EVS Director and Administrator were immediately notified. The Administrator and EVS Director activated Incident Command and determined that due to Life Safety Code Regulations for Long Term Care, potential harm to residents and to facility water system, immediate emergency was required.

EVS Director contacted Northside Heating, Cooling & Refrigeration. Northside responded to facility and sent a technician to diagnosis the Domestic Boiler #3. On 1/21/26 Northside then provided the facility with quotes for repair verses replacement.

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The Director of Nursing immediately implemented a plan for bathing and HS Care for AU residents, allowing alternate bathing sites, and "bath in bag" for HS Care, minimal disruption of bathing routine. Social Services Department were instructed to call residents' families and notify them of hot water issues and to contact the Administrator for concerns.

It was noted that Northside Heating & Cooling completed work per the board's approval in December 2025 on Boiler #1 and having completed boiler inspections, is familiar with the facility itself and the heating and cooling systems. Therefore, it was determined that in order to expedite completion of project and minimize disruption of residents, Northside would be vendor of choice.

Replacement of Boiler #3, quote of \$11,500 includes – permit, labor and material to install new boiler for domestic water heating Lochinvar 315,000 btu copper fin boiler – venting through roof; gas piping, electrical, water piping, removal and disposal of existing boiler, start up and adjust.

Based on risk to resident safety and facility operations, the Chairperson, authorized emergency repair/replacement in an amount not to exceed \$11,500 subject to board ratification. The facility proceeded with ordering a replacement boiler to be installed immediately upon arrival.

Moved by Mr. Van Sickle and seconded by Mr. Danes to approve the replacement of Boiler #3 in the amount not to exceed \$11,500 by Northside Heating & Cooling. Roll call vote: Van Sickle (yes); Danes (yes); East (yes). Motion carried.

Policies to Approve:

Moved by Mr. Van Sickle and Mr. Danes seconded by to approve the policies listed below as presented:

- Lost Item Policy
- Medication Administration Policy
- No-Fault Attendance Policy
- Standing Orders Policy

Voice vote. Motion carried.

Public Comment:

None

There being no further business to discuss, Chairperson Linda East adjourned the January 26, 2026 Oceana County Medical Care Facility portion of the meeting at 11:15 AM.

Respectfully submitted,

Approval Date: 2/23/2026

By: 

Linda East, Chair