OCEANA COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES
BOARD MEETING MINUTES

September 28, 2026

City Hall of Hart
407 S. State St. #1 Hart, MI 49420
Oceana County
Start time: 10:30 AM (EST)
Regular meeting - open to the public

The meeting was called to order at 10:30 AM (EST) by Board Chair, Linda East.

Roll Call - Members Present:

Linda East (Chair) Dale Danes (Vice Chair) Larry Vansickle (Member) Paul Erickson (Commissioner)	Sally Choponis (OCMCF Administrator) Cynthia Leone (Finance Manager) Grace Eppard (Administrative Assistant)

Roll Call- Visitors Present:

Lorri Busick
Nancy Klepper
Cristine Juska
Claire Marshall
Tara Bateson
Curt Kessler

Members Absent:
None

Approval of Agenda:
Motion by Larry Vansickle, seconded by Dale Danes, to approve the agenda as presented.
Vote: Motion carried unanimously, 3:0.

Approval of August 23, 2026, Board Meeting Minutes:
Following discussion and clarification of bed certification details requested by Larry Vansickle, the Administrator, Sally Choponis, explained that an application was submitted to MDHHS to decertify 12 beds in order to preserve the remaining 12 beds located in double-occupancy rooms, as regulations do not permit partial certification within a room. The Administrator further noted that since the August Board Meeting, the State of Michigan has extended the deadline for any bed certification changes through the end of the year, and as a result, the previously submitted application may no longer be necessary. The facility's licensed bed count remains at 103 beds.

Larry Vansickle motioned to approve the August 23, 2026, Board Meeting Minutes as presented. The motion was seconded by Dale Danes.
Vote: Motion carried unanimously, 3:0.

General information

Nursing Department:

- CMS 5-Star Overall Rating remains unchanged. Quality improved from 2.5 stars to 3 stars.
- Falls decreased from July to August following implementation of targeted interventions for high-risk residents. Pressure injury prevalence remained below facility benchmarks, and

hospital transfers continued to be reviewed through the QAPI process for opportunities to reduce avoidable admissions.

- OCMCF received Health and Life Safety survey revisits, and all cited deficiencies were cleared with no additional concerns identified.
- OCMCF also underwent a CMS Federal Oversight Survey related to the annual Life Safety Survey. During that review, two areas of concern were identified. OCMCF's Plan of Correction was submitted on September 11, 2026, and all required corrective actions have been addressed and are ongoing.
- Member Larry Vansickle questioned staffing levels at OCMCF. Administrator Sally Choponis assured the Board that OCMCF maintains a 5-Star Staffing Rating.

OCMCF Wellness Center:

Vice Chair Dale Danes questioned whether OCMCF advertises the outpatient gym. Sally Choponis informed the Board that advertising is currently placed at surgery centers, hospitals, and various other locations. Upon review of referral sources, it was noted that OAM of Muskegon is not currently referring patients to OCMCF for outpatient therapy. The Administrator will direct the Outpatient Therapy Secretary to provide the requested information to OAM.

Outpatient

	Februar y	*March*	*April*	May	*June*	***July***	***Aug***
Patients	34 (17 -PT) (17 -OT)	35 (19 -PT) (16 -OT)	29 (16 - PT) (13 - OT)	31 (20 -PT) (11 -OT)	36 (23 - PT) (13 - OT)	36 (22 - PT) (12 - OT)	***24 (12 -PT) (12- OT)***
Referrals	*10*	*13*	*6*	10	*16*	7	***1***
Discharge s	*9*	*10*	*7*	7	*6*	11	***8***
Pool	*3*	*2*	*0*	2	*4*	4	***3***
Pediatrics	*8*	*7*	*4*	3	*3*	2	***1***

Gym Membership

	Februar y	March	April	May	June	July	***Aug***
Members total	32 (14 Yrly) (18 Mo)	38 (15 Yrly) (23 Mo)	40 (16 yrly) (24 Mo)	19 (16 Yrly) (3 Mo)	27 (16 Yrly) (11 Mo)	28 (16 Yrly) (12 Mo)	***26 (18 Yrly) (8 Mo)***

Corporate Compliance:

- A HIPAA-related complaint was received. OCMCF conducted a review of records and documentation. No unauthorized access or disclosure of protected health information was identified. The allegation was determined to be unsubstantiated.
- OCMCF is currently in the process of completing the Annual Security Risk Assessment to ensure continued compliance and identify opportunities for improvement within the security program.
- OCMCF is also collaborating with Concept Therapy on the Impact Therapy Audits to ensure systems are functioning effectively and that all required documentation is being completed accurately and consistently.

- The restructuring of OCMCF's Quality Assurance and Performance Improvement (QAPI) program is progressing well. Initial efforts have focused on strengthening processes, improving oversight, and enhancing overall quality outcomes.

Activities Department:

- August included numerous activities, many centered around the Sunburst and Citrus Twists themes.
- Four community outings were completed, including a boat ride, Winston Speedway, Marshall Dam, and two OCMCF Fair outings.
- Musical activities were also provided.
- Residents participated in a kitten activity through Oceana County Friends Shelter.
- In our memory care we are fine tuning our daily activity opportunities providing a therapeutic schedule to meet the various activity preferences and needs of our residents.
- Administrator Sally Choponis expressed her appreciation to all volunteers for their continued support and the important role they play in the success and happiness of OCMCF residents.

Spotlight of Excellence:

- Administrator Sally Choponis recognized **Lacy Zoldan, LPN**, as an invaluable member of the OCMCF team. Lacy is dedicated to her work, always willing to help, and is a kind and valued employee.
- Administrator Sally Choponis recognized **Heidi Findorff, Registered Dietitian**, for her dedication to residents. Heidi consistently takes the time to assist residents, is kind and hardworking, and maintains a positive attitude and welcoming smile regardless of the circumstances.

Operational:

- Maintenance leadership changes:
  - Daron Troyer resigned from his position with OCMCF effective August 12, 2026.
  - Clark Kelley, Consultant Plant Manager, has accepted the position of Plant Manager, effective October 7, 2026.
- Clark and his team will be working on flushing lines and checking actuators in the F and G halls for upcoming heating season.
- The kitchen drain repair, along with the kitchen HVAC unit replacement, have been scheduled. These projects were previously delayed while Clark Kelly worked with the maintenance team to navigate previously approved ETO.
- Clark Kelley reviewed the kitchen drain bid and obtained a new bid at a significantly lower cost for the kitchen repairs.

Business

Denial Report:

OCMCF reported 15 insurance-related denials for the month of August.

Financial Report:

- Net Loss: The net loss for the reporting month was $12,992, resulting in a negative budget variance of $40,114.
- Average Census: The average census for the reporting month was 87; 3 below the budget.
- CPE Interim Payment: OCMCF received the 2025 CPE interim payment of $1,696,776. CPE funding is used to support Medicaid reimbursement and offset Medicaid-related costs. Although the full interim payment has been received, a substantial portion is expected to be returned to the State following the year-end cost report settlement and audit process.

- Sally Choponis reported that enhanced monitoring and oversight of medication expenses have resulted in decreased costs, as evidenced by the financial report. The Director of Nursing and Assistant Director of Nursing have been working closely with Hometown Pharmacy to reduce medication waste and expenses.
- Board Chair, Linda East, questioned the status of television services at the facility. Cynthia Leone reported that OCMCF is awaiting a quote from Spectrum Cable TV. In the meantime, Roku devices and subscriptions have been added to common area TVs for residents to enjoy.

Approval of Financial Report:
Motion by Larry Vansickle, seconded by Dale Danes, to accept the financial report as presented.
Vote: Motion carried unanimously, 3:0.

Resolution 2026-03
Direct Care Worker (DCW) Enhanced Payment for Ineligible Staff

The resolution was presented by Administrator Sally Choponis regarding Direct Care Worker (DCW) pay. Administration explained that, under the revised funding structure, Medicaid reimbursement for DCW wages will be limited to Medicaid-eligible direct care hours and will be calculated using the facility's 2025 cost report census and utilization data.

Because actual Medicaid census and direct care utilization beginning in October may differ from historical trends, the projected reimbursement and associated costs are estimates at this time. To ensure eligible employees continue to receive DCW pay regardless of fluctuations in Medicaid reimbursement, OCMCF is requesting approval of the resolution authorizing the maximum projected cost.

Administration clarified that approval of the resolution at the maximum amount does not mean the facility will incur the full cost. Actual expenditures will be based on Medicaid census, utilization, and direct care hours worked. If actual utilization is lower than projected, the facility's actual costs will be lower than the amount authorized by the resolution. The requested approval provides flexibility to accommodate potential variations in reimbursement and utilization while maintaining consistent DCW compensation.

Approval of Resolution 2026-03
Motion by Dale Danes to approve Resolution 2026-03, with the understanding that the Board may reevaluate the resolution if State funding is discontinued. Seconded by Larry Vansickle.
Vote: Motion carried unanimously, 3:0.

Policies

Policies to Approve:

1. Clinical Records
2. Hallway Clearance
3. Maintenance of Electronic Record
4. Hazard Communication
5. Elopements and Wandering Resident Code Yellow
6. Confidentiality and Release of Medical Information
7. Fire Watch Policy
8. Recreational Therapy 2-bit store
9. Policy for Granting ETO
10. Positions and Schedule Changes for Licensed Nurses
11. Extreme Heat Safety

12. Overtime Pay
13. Interrupted Stay
14. Food Substitutes
15. Food Acceptance
16. Dinex Smart Therm
17. Food Temperatures
18. Medicare part A eligibility
19. Outpatient Therapy Billing
20. Payroll Corrections Policy
21. Med Cart Cleaning Procedure
22. Medication Storage
23. Medication review irregularities
24. Medication Ordering
25. Medication Errors
26. Facility Closure
27. Facility required postings

Approval of policies:
Motion by Linda East to approve the written policies, seconded by Dale Danes.
Vote: Motion carried unanimously, 3:0.

Policies to Retire:

1. Shredding Policy
2. Handling Heat and Humidity in Summer Months
3. Resident Labor MC Unit
4. Resident Mailbox
5. Respect for Family Members
6. Social Hour MC
7. Sorting Drawer Rummaging, Jewelry/Card Sorting, Shredding MC

Approval to retire policies:
Motion by Larry Vansickle to retire the written policies, seconded by Dale Danes.
Vote: Motion carried unanimously, 3:0.

Public comment:

Tara Bateson, Registered Nurse at OCMCF, addressed the Board regarding staffing and workplace concerns. Ms. Bateson stated that even though OCMCF may be the highest-paying medical care facility in the area, she expressed concern that the facility is not competitive with local hospitals. Ms. Bateson also expressed concerns regarding the experience and availability of recently hired employees, including one employee that is 82 years old and has responsibilities outside of work and not likely to pick up hours. She stated that OCMCF is restructuring certain positions and affected employees were limited to two alternative options. Ms. Bateson expressed concerns regarding the work environment and the future of the facility. She stated that she has worked at OCMCF for 22 years, plans to retire there.

Adjournment
Motion by Linda East to adjourn the meeting at 11:45 AM (EST), seconded by Dale Danes.
Vote: Motion carried unanimously, 3:0.

End Time: 11:45AM (EST)
Minutes prepared by: Grace Eppard, Administrative Assistant
Minutes approved by: _____ Approval Date: _____
Linda East, Chair