

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

February 23, 2026

Regular meeting- open to the public

Meeting Minutes

City Hall of Hart
407 S. State St. #1 Hart, MI, 49420
Oceana, Michigan
February 23, 2026
Start time: 10:30am (EST)

The meeting was called to order at 10:30 a.m. EST by Chair, Linda East.

Roll Call - Members Present:

Linda East (Chair)	Sally Choponis (OCMCF Administrator)
Dale Danes (Vice Chair)	Cynthia Leone (Finance Manager)
Larry Vansickle (Member)	Christa VanDuinen (Director of Nursing)
Paul Erickson (Commissioner)	Daron Troyer (Environmental Services Director)
	Grace Eppard (Administrative Assistant)

Members Absent:

None

Approval of Agenda

Motion by Larry Vansickle, seconded by Dale Danes, to approve the agenda as presented.

Vote: Motion carried unanimously.

Approval of Minutes – January 26, 2026

Motion by Larry Vansickle, seconded by Dale Danes, to approve the minutes of the January 26, 2026, meeting as presented.

Vote: Motion carried unanimously.

General information

New Administrative Assistant:

OCMCF is welcoming our new Administrative Assistant, Grace Eppard transferring from the Nursing department to the business office with start date of 2/17/26.

Interim Administrator:

OCMCF's contract with Interim Administrator, Linda Duchon, ended on February 9th, 2026. She is contracted as a consultant if warranted.

Nursing Department:

- State surveyor revisit regarding a medication error citation and issued an all-clear confirming full compliance on February 18th, 2026. The facility reported incident (FRI) from January remains open with suspected delay related to recent government shutdown.
- Director of Nursing, Christa VanDuinen, will be leaving the facility to pursue a new professional opportunity. Her last day will be March 9, 2026. The Board expressed gratitude for her service and wished her well in her future endeavors.
- The top candidate for the Director of Nursing position was presented with a wage proposal by Sally Chophonis. A formal offer will be issued to the candidate February 23, 2026.

OCMCF Wellness Center:

- OCMCF staff are eligible to use the Wellness Center free of charge. One family member per employee may purchase a discounted membership.
- The Wellness Center is expanding outpatient services and now offers pelvic floor therapy through the outpatient rehab team.

Corporate Compliance:

- Corporate Compliance and HIPPA Officer role is no longer a part of the administrative assistance position due to lacking authority, independence, and compliance training.
- Sally Chophonis stated she is looking into this position to meet both CMS expectations and the Michigan public sector's best practices.

Social Work:

Memory Care Social Worker is conducting internal staff interviews for best fit to fill positions in the Memory care unit. First shift interviews have been completed; second shift interviews are underway, followed by third shift.

Activities Department:

- Shelby Jazz band performing on February 13th, 2026.
- On February 19th, 2026, a sweetheart luncheon was conducted with 9 couples attending.
- On February 20th, 2026, our men's group had a guest attendee, Nicole Kleiner, the Hart City Manager. It was reported that all these activities were very positive for the residents and all groups would like to come back.

Operational Report:

- Boiler #3 in the memory care unit was not functioning properly from January 28, 2026, until it was replaced on February 18, 2026. Maintenance and Infection Control performed thermal disinfection to meet CDC's Legionella Water Management best practice.
- Sally Chophonis introduced Daron Troyer, Environmental Services Director, to the Board and initiated discussion regarding the new boiler installation, after which Mr. Troyer addressed questions from the Board.
- The Board discussed concerns regarding the HVAC system over the Memory Care unit, specifically the return airflow related to the bathhouse.

- The Board recommended developing a project-by-project timeline and cost analysis for replacement of HVAC units throughout the facility.

No old business concerns were reported

Business

Nurse Unit Contract Report

- A motion was requested to approve the Nurse Unit Contract effective February 15, 2026.
- Mediation sessions occurred on January 26, 2026, and February 11, 2026 resulting in a Tentative Agreement.
- The tentative agreement vote resulted in ratification of a three-year contract with an overall 5% increase for 2026, in 2027 2.75%, and in 2028 2.5%, aligning with the projected average cost-of-living increase averages. Additionally, an adjustment to the wage step structure to restore balance of step progressions reflecting in approximately 3.5% increases between each step.

Approval of Nurse Unit Contract

Motion by Larry Vansickle, seconded by Dale Danes, to approve the Nurse Unit Contract as presented.

Vote: Motion carried unanimously.

United Healthcare Accreditation

OCMCF reports update on accreditation process with United Healthcare. Sally Chophonis stated that she will complete a comprehensive review with focus on gap identification, outreach, and potential revision of accreditation timeline.

Denial Report

In January 2026, OCMCF recorded 46 total denied admission referrals. Approximately 20 denials were due to unaccepted insurance plans.

Approval of Denial Report

Motion by Larry Vansickle, seconded by Dale Danes, to approve the denial report as presented.

Vote: Motion carried unanimously.

Financial Report – Cynthia Leone

- Average census for January 2026 was 96 residents (budgeted at 95).
- Gross resident revenue totaled \$1,538,906, resulting in a positive budget variance of \$40,498 for January 2026.
- Interest income for January 2026 was \$28,448.
- Total expenditure for January 2026 was \$1,943,284.

Approval of Financial Report

Motion by Larry Vansickle, seconded by Dale Danes, to approve the financial report as presented.

Vote: Motion carried unanimously.

Policies to approve

No policies to approve.

Public comment

No public comments were received.

Adjournment

Motion by Linda East, seconded by Larry Vansickle, to adjourn the meeting.

End Time: 11:32 a.m. (EST)

Motion carried unanimously.

Minutes prepared by: Grace Eppard, Administrative Assistant

Minutes approved by:  **Approval Date:** 03/23/2026
Linda East, Chair

