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

June 22, 2026

Regular meeting - open to the public
Meeting Minutes
City Hall of Hart
407 S. State St. #1 Hart, MI 49420
Oceana, Michigan
June 22, 2026
Start time: 10:30 A.M. (EST)

The meeting was called to order at 10:30 A.M. (EST) by 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 Chelsie Penoyer Cristine Juska

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 – May 18, 2026
Motion by Dale Danes, seconded by Larry Vansickle, to approve the minutes of the May 18, 2026, meeting as presented.
Vote: Motion carried unanimously.

General information

Nursing Department:

- The Nursing Department is actively preparing for the upcoming Annual State Survey. OCMCF's focus continues to be on survey readiness through ongoing education, policy review, documentation audits, and quality assurance.
- Nursing leadership is conducting routine observations and mock survey activities to ensure compliance with state and federal regulations. Staff members are receiving continued training and reinforcement on focused care areas.
- OCMCF continues reviewing clinical processes to identify opportunities for improvement and ensure highest quality care to the residents. Interdisciplinary collaboration remains a key component of the survey preparedness efforts.

OCMCF Wellness:

Outpatient

	May
Patients	**31**
Physical Therapy	**20**
Occupational Therapy	**11**
Pediatrics	**3**

Gym Members

	May
Members total	**19**
Yearly	**16**
Monthly	**3**

Corporate Compliance:

- A Compliance Risk Management review was completed to address potential concerns. There are no corporate compliance issues to report at this time, and the Compliance Officer confirms that routine monitoring and reporting processes remain effective, with no matters requiring Board attention.

Activities Department:

- Residents had the opportunity to participate in the National Asparagus Festival Parade. Several residents proudly walked alongside staff in the parade, while others enjoyed watching from the sidelines. It was an honor to witness the joy and excitement on OCMCF resident's faces as they took part in this community event.
- During the month of April, Oceana County Medical Care Facility was supported by 45 dedicated volunteers, sharing 174 hours with our residents. Their time, compassion, and commitment continue to enrich the lives of our residents and contribute to the success of our programs.
- OCMCF is excited to host its first-ever Wedding Fashion Show on June 29, 2026. This special event will provide residents with an opportunity to enjoy a unique and engaging experience while celebrating fashion, memories, and community involvement.

Operational Report:

- During routine testing, two emergency door operation failures were identified.
    1. The first failure was determined to be a mechanical issue and has since been repaired by OCMCF.
    2. The second failure was traced to a key card access system malfunction. The replacement part has been ordered, and repairs will be completed upon its arrival.
- The dishwasher in the main kitchen has reached the point where replacement is necessary. Administration is currently evaluating the most cost-effective and operationally efficient option, including both purchasing and leasing alternatives, to determine the best solution for the facility.

Spotlight of Excellence:

- Sally Choponis is recognizing Brenda Jones for her outstanding dedication and contributions to OCMCF. Sally described Brenda as OCMCF's "unseen hero," consistently working behind the scenes for staff, and daily operations. Her reliability, positive attitude, and willingness to help wherever needed make a meaningful difference throughout the facility. OCMCF is grateful for Brenda's commitment and her vital role at OCMCF.

Old Business

Ansel Hood:

- This has been replaced and is running to code.

Bed recertification:

- Capital priorities remain focused on critical infrastructure needs, including kitchen drain repairs and HVAC replacement. These systems are essential to resident care, regulatory compliance, and daily operations. Additional concerns involving structural components and plumbing require further evaluation and remediation before other capital projects proceed. As a result, initiatives to return offline beds to service and advance room conversion projects will remain deferred until core infrastructure issues are addressed to minimize operational risk and protect future capital investments.

Update airflow system and garden:

- The HVAC concerns remain under active review. OCMCF has requested an on-site HVAC audit to assess the current system and identify potential improvements. The facility's HVAC equipment ranges from approximately 10 to 20 years in age. In addition, OCMCF is seeking 3 different mechanical engineering teams to provide a comprehensive evaluation of the current system, determine priority concerns, and develop a plan and project estimate.

Kitchen Drain System Failure:

- Drain leak found under main dishwasher in kitchen with unknown timeframe of damage. Unknown structural integrity of wall and flooring. AllFlo provided a cameral inspection revealing broken elbow joint at drain. Estimate for repair in decision paper.
- OCMCF is evaluating the Bistro as a temporary alternative for meal preparation. However, an additional repair concern has been identified within the Bistro that must also be addressed. All necessary site reviews have been completed, and OCMCF is currently awaiting cost estimates before determining the next steps.

Approval of Decision Paper – Drain System Failure and Foundation Impact:

Motion by Larry Vansickle to approve the Decision Paper regarding the Drain System Failure and Foundation Impact repair quote from AllFlo Plumbing in the amount of $12,965.00, as presented. Motion died for lack of support.

- Larry VanSickle expressed concern primarily related to the 10% pricing variance to account for possible overages. "I feel that this is too open. I wouldn't want them to know we are willing to pay more. I don't agree with that." Linda East acknowledged his concern and expressed this covers any additional work that may need to be done that is unknown at this time.

  Motion by Dale Danes to accept the bid from AllFlo Plumbing in the amount of $12,965.00 plus 10% to complete the repairs. Second by Linda East. Larry Vansickle voted no. Motion passed by a vote of 2:1.

Business

Denial Report:

- The Denial Report has been removed from future meeting agendas due to identified areas of risk and the potential for regulatory compliance violations per legal counsel.

Revenue Cycle Summary:

- A quarterly Revenue Cycle Summary is now being provided as an alternative to provide more insight for the facility's financial wellbeing.

Financial Report – Cynthia Leone:

- Net gain for the reporting month of $120,309
  Producing a positive budget variance of $93,187
- Average Census for the reporting month was 100
  Above the budgeted census for the month by 1
- 2025 financial audit is complete.
- 2025 cost report has been submitted.

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:
Admissions Policy – Social work - Approved
Admissions Policy – Administrative - Approved
Guest Meals Policy - Approved
Oceana Record Retention Policy - Approved
Procurement Policy - Approved
Resident Rights Policy - Approved
Volunteer Clothing Lap Protector Safety – Approved

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

Public comment:

Larry Vansickle, Board Member, requested information regarding employee turnover since Sally Choponis joined OCMCF as the administrator. Sally Choponis reported that from January through May, the facility experienced a turnover rate of approximately 30%, consisting of 2 retirements, 15 involuntary separations, and 21 voluntary resignations. She noted that employee turnover is not uncommon during periods of leadership transition and organizational change. Sally Choponis additionally informed the Board that two positions had been eliminated as part of ongoing operational reviews and organizational restructuring efforts.

Chelsie Penoyer, (OCMCF CNA), asked what actions administration is taking to recruit and retain staff. Board Chair, Linda East advised that the public comment portion of the meeting is intended for the presentation of ideas and concerns and is not a question-and-answer session.

Chelsie Penoyer then inquired whether a policy exists regarding roof leaks. Linda East responded that the facility maintains numerous policies and procedures across all departments. During the discussion, attendee Lorri Busick noted that information regarding facility roof concerns had been presented earlier in the meeting and indicated that Ms. Penoyer may have missed that portion of the discussion due to arriving after the meeting had begun.

Adjournment
Motion by Linda East, seconded by Dale Danes, to adjourn the meeting.

End Time: 12:13 P.M. (EST)
Motion carried unanimously.

Minutes prepared by: Grace Eppard, Administrative Assistant

Minutes approved by: _____ **Approval Date:** _____
Linda East, Chair

Decision Paper

Drain System Failure and Foundation Impact
May 22, 2026

Approval of Drainage System Repairs and Structural Remediation

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Purpose: To inform the Board of Directors of the identified infrastructure failure involving drain lines and associated risks, and to seek approval for corrective actions to restore safety, compliance, and structural integrity.

Current Situation: During a period of heavy rainfall in March, visible wall damage prompted further investigation into facility infrastructure. All-Flo Plumbing was contracted to inspect the drainage system.

The inspection revealed:

- Multiple broken drain lines
- Improper or failed piping connections
- Resulting water saturation around the building foundation
- Increased pest infiltration, particularly insects entering the kitchen area

These findings indicate a failure of the facility's drainage system that has progressed to impact both building integrity and sanitation conditions.

Background: Historically, the facility's drainage system was designed to connect directly to utility services, including wastewater and grease management systems. Over time, deterioration or damage to these systems has occurred without detection.

Relevant regulatory and operational considerations include:

- Drainage and grease trap systems must meet Life Safety Code (LSC) and applicable facility maintenance standards
- Functional drainage is critical for structural protection, infection control, and food safety compliance

Risks and Implications: If unaddressed, the current condition presents several risks:

- Structural Risks
  - Continued soil saturation may weaken the foundation
  - Potential for further wall and flooring degradation
- Health & Safety Risks
  - Pest intrusion into food preparation areas
  - Increased infection control concerns
- Regulatory Risks
  - Non-compliance with LSC and sanitation codes
  - Potential citations during inspections
- Operational Risks
  - Disruption of kitchen and facility operations
  - Escalating repair costs over time

References: The conditions identified are subject to applicable codes and standards, including but not limited to:

- NFPA 101: Life Safety Code (LSC) – Requirements related to drainage systems and infrastructure maintenance for building systems that support safe occupancy, including protection from hazards related to utilities, structural integrity, and unsafe environmental conditions
- NFPA 99: Health Care Facilities Code – Requirements for building systems that impact patient care environments, including utility system reliability and maintenance
- Centers for Medicare & Medicaid Services (CMS) Conditions of Participation – Requirements related to maintaining a safe, sanitary, and properly functioning physical environment
- Local and State Plumbing Codes – Governing proper installation, maintenance, and repair of drainage systems, piping, and grease traps
- Public Health and Sanitation Regulations – Including requirements for pest prevention, food safety, and wastewater management in kitchen and dietary areas

These conditions may result in regulatory deficiencies under CMS Federal Tags including, but not limited to, F-584 (Safe and Sanitary Environment), F-880 (Infection Prevention and Control), F-812 (Food Safety and Sanitation), and F-921 (Maintenance of a Safe and Functional Environment).

Recommendation: It is recommended that the Board approve the following corrective actions:

1. Repair and Replacement of Drain Lines
    - Engage licensed contractors to repair or replace all broken and compromised drain piping
    - Ensure proper reconnection to utility systems
2. Foundation and Site Remediation
    - Allowance for natural drying of saturated ground following repairs
    - Monitoring of foundation stability to ensure no further deterioration
3. Flooring Restoration
    - Remove compromised concrete flooring affected by moisture intrusion
    - Replace and reinforce flooring to restore structural integrity

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Decision Requested

Approval of proceeding with the recommended repairs, remediation, and preventive measures, including allocation of necessary funding and authorization to engage appropriate contractors.

Be it further resolved, that change orders exceeding the lesser of 10% of the total approved project budget or $15,000 must receive prior Board approval. Facility leadership is authorized to approve change orders below this threshold as necessary to maintain project timelines, compliance, and continuity of operations.

✓ Approved

_____ Approved as Amended

_____ Table until _____(date)

_____ Disapproved

LINDA EAST – CHAIR	DALE DANES – VICE CHAIR	LARRY VANSICKLE – MEMBER

SERVICE REPORT

Project: Drain Cabling & Inspection
Location: 701 East Main Street Hart, MI 49420 – Oceana County Medical Care Facility
Date of Service: March 10th, 2026
Site Contact: Daron Troyer

Job Summary – Main Kitchen Drain Inspection & Service

- Set up micro camera at rear kitchen floor drain; unable to maintain visual after multiple attempts
- Inspected surrounding area and located in-ground grease trap (G/T) under single-basin sink
    - Found severe buildup, rust, and structural deterioration in grease trap
    - Discovered sand at bottom of trap; determined trap walls and base are rotted out, allowing sand and grease into line
- Jetted rear floor drain to ~50 ft with multiple passes; flushed with high-pressure water
- Cleared all kitchen floor drains to ~40 ft each with multiple passes
- Located second grease trap under three-basin sink beneath poly plate
- Found lid rusted shut and cleanout access exposed/unsealed
- Did not service second grease trap due to inability to safely contain contents
- Continued jetting through middle kitchen and rear dishwasher area to ~50 ft
- Attempted camera inspection through cleanout; unable due to broken pipe allowing sand infiltration
- Additional camera attempt through wall cleanout unsuccessful for same reason
- Used micro camera to verify flow; limited visibility
- Observed possible air intrusion from bottom of pipe, indicating pipe failure
- Line is currently open and draining but will continue to fill with sand and debris until repairs are completed
- Findings discussed with site contact

Recommendations:

- Replace both grease traps
- Repair/replace broken cleanout and compromised piping
- Schedule routine maintenance for grease traps and drain lines

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All-Flo Plumbing LLC
2130 3 Mile Rd. NE
Grand Rapids, MI 49505

Ph: 616-656-0705

Estimate 180337145
Project 176798450
Estimate Date 5/14/2026
Customer PO

Billing Address
Oceana County Medical Care Facility
701 East Main Street
Hart, MI 49420 USA

Job Address
Oceana County Medical Care Facility
701 East Main Street
Hart, MI 49420 USA

Estimate Details

Grease Traps and Cleanout Replacement:
Estimate is after hours work for 2 nights

Saw cut around 1st grease trap in kitchen
Remove existing cast iron grease trap
Install new 40lb, 20gpm poly grease trap
Make grease trap flush with existing floor
Make proper connections to inlet and outlet
Add outlet riser as needed
Backfill with onsite material
Pour concrete to rough grade around trap
Customer is responsible for finished flooring
Saw cut around compromised floor cleanout in kitchen
Dig down and replace compromised elbow undergrade
Tie onto existing cast iron drain
Plumb in new PVC with cleanout
(Estimate is for spot repair only. If chasing pipe is necessary in order to make connection. Estimate will change accordingly)

2nd Night:
Remove hand was sink that is directly over 2nd grease trap
Break up floor and remove 2nd grease trap
Install new 20lb 10gpm Poly grease trap
Connect to existing inlet and outlet
Pour concrete to rough grade around trap
Estimate does not include any drain cleaning

Customer is responsible for private locating of ground if wanted

Service #	Description	Quantity
63PPC	Subject to change after 30 days. Final cost is within 10% of estimated cost unless there is an approved change order. All-Flo Plumbing requires 50% down before scheduling and remaining balance due upon completion. Customer responsible for private locating if desired. All-Flo will not be responsible for damage to private utilities. Customers will be responsible for parts restocking fees for all canceled jobs.	16.00
63.1PPC	Helper	16.00
Concrete Saw	Concrete Saw Equipment - This covers cutting of concrete up to 4" thick. Greater thicknesses may require a sub contractor at additional costs.	1.00

Materials

Material	Description	Quantity
plmb parts	Canplas 40lb, 20gmp Grease Trap	1.00
plmb parts	Riser Extension Set	1.00
plmb parts	Canplas 20lb, 10gpm Grease Trap	1.00
plmb parts	Parts and Misc Material	1.00
Concrete	Concrete Unit	12.00

Sub-Total	$12,865.00
Tax	$0.00
Total	$12,865.00

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