

## Minutes of Meeting

There was a regular scheduled meeting of the Pine Valley Trustees on Monday, June 20, 2016 at 7:00 p.m. in the Pine Valley Conference Room. Fred Clary, Richard McKee, Larry Sebranek, Dr. Richardson, Don Seep and Mary Miller were in attendance. Visitor Alayne Hendricks attended the meeting for an hour and left at 8 p.m. Angie Alexander, Director of Nursing attended the meeting for agenda items #11 and #5, and left the meeting.

The meeting was called to order at 7:00 p.m. by Fred Clary, chairperson. Larry Sebranek moved to approve the agenda and to verify the posting. Richard McKee seconded. Motion carried.

Richard McKee moved to approve the minutes. Dr. Richardson seconded. Motion carried.

K. Cianci presented the vouchers with special notice of the following: \$1,430.75 to Cardmember services for dietary cart covers, \$274.00 to National Government Services for refund of overpayment on flu vaccines, \$125.00 to Wisconsin DNR for annual water fee, \$130.80 to JComp for annual Symantec renewal, \$1,200.00 to JT Associates for preparation of the Medicare cost report, \$20,832.30 to Midwest Healthcare Systems for down payment on spas for new facility, (Foundation will reimburse this expense), \$10,140.44 to the Richland Hospital for Dietitian and Medicare Part A services to residents, and \$4,756.93 to Silva LLC for repair of first and second floor air conditioner. Richard McKee moved to pay the bills as presented. Larry Sebranek seconded. Motion carried.

Census averaged 84 with 8 Medicare Part A (including Medicare Advantage).

K. Cianci discussed the financials. A/R is up due to more Medicare part B services and patient liability. Cash is down from prior month which included a SP payment. Also, a large down payment on the whirlpools was made. The final 2015-2016 SP payment was received and will be booked in June - \$216,600.00. Account 16850 reflects the invoices paid on the new building through May 31<sup>st</sup> of \$11,144.912.00.

Year to date days are down 59 from 2015. Medicare Part A days are under budget by 194. Family Care days are up slightly over budget. Medicare advantage days are under budget. Medicare B services are higher than anticipated. Overall revenue is down from 2015 (\$96,000) mainly due to Med A days.

Most departments remain within or under budget except for Nursing which is experiencing overtime due to staff vacancies. Nursing had several retirements with payouts in the past several months. May nursing payouts totaled \$19,284.00. Other purchased services had excess Medicare B costs for therapy and Med A expenses at the hospital. Overall the facility remains under budget for expenses by \$50k YTD. Compared to same period for prior year, expenses are down \$148,500.00. The bonus payout which will be booked in June including FICA and retirement is \$120,187.30. Fred Clary explained the FOGO account and requested it be placed on the July agenda.

Discussion moved to the long term care workforce crisis that is affecting nursing staffing across the state and in the facility. K. Cianci reported that staff and the Executive Director from Schmitt Woodland Hills spoke to both Rep. Ed Brooks and Sen. Howard Marklein at the facility regarding this issue. Area facilities are experiencing approximately 14% vacancies in licensed staff positions and 10% in C.N.A. positions. Over 11k caregiver vacancies exist in the state currently. Angie Alexander discussed some of the ways the facility has tried to solve this issue: asking current staff to pick up extra shifts, offering a higher wage to current or on-call staff to pick up extra unanticipated shifts, offering a referral/sign-on bonus, offering paid training, and occasionally finding it necessary to limit admissions if staffing does not allow. A lively discussion followed regarding reimbursement being the key to being able to offer better wages and benefits to attract staff. Larry Sebranek suggested a pay increase in lieu of benefits-which has some drawbacks should the employee change their mind.

Fred Clary reported that the Finance Committee interviewed three companies to conduct a wage study and will recommend one to the County Board for hire. The study will take 16-18 weeks to complete and is expected to start in December of this year. Implementation will likely occur in 2018.

Discussion of overtime followed. Mary Miller reported that the VA pays a 10-15% weekend differential.

Angie Alexander presented a request for increase of the licensed staff starting wage. It would move up the starting wage to the current 18 month step and phase out the 18 and 24 month steps. Much discussion followed regarding 12 hour shifts, C.N.A. pay, various ways to schedule, etc. Larry Sebranek moved to approve the request and to present it to the Finance Committee in July. Mary Miller seconded. Motion carried.

K. Cianci requested to work with a company recommended by WRCO to develop a new radio jingle to coincide with the new facility name and services

for a cost of \$2,250.00. Richard McKee moved to approve. Dr. Richardson seconded. Motion carried.

K. Cianci presented a list of ancient material in the safe for consideration of disposition. More information will be presented at a future meeting.

K. Cianci requested that a Hospice contract with Agrace be approved. Don Seep moved to approve. Larry Sebranek seconded. Motion carried.

The list of excess equipment for disposition was reviewed. These items will be offered to other county departments. Any items not claimed by other departments will be offered in a public sale. Any remaining items to be treated as refuse.

K. Cianci presented a request to work with Conard Creative Group to assist with messaging and a brochure for the new facility. Don Seep moved to approve \$7,500 for this purpose. Richard McKee seconded. Motion carried.

Richard McKee moved to adjourn at 8:57 p.m. Mary Miller seconded. Motion carried.

The next meeting will be July 18, 2016 at 7:00 p.m.

Respectfully submitted,

Kathleen A. Cianci  
Administrator

