

Minutes of Meeting

There was a regular scheduled meeting of the Pine Valley Trustees on Monday, August 15, 2016 at 7:00 p.m. in the Pine Valley Conference Room. Fred Clary, Richard McKee, Larry Sebranek, Jeanetta Kirkpatrick, Don Seep and Dr. Richardson were in attendance. Dr. Richardson arrived during discussion of the vouchers. Visitor Alayne Hendricks attended the meeting and left at 8:25 p.m. Joan Bailey, Financial Administrative Assistant attended for most of the meeting and left after discussion of agenda item #7.

The meeting was called to order at 7:01 p.m. by Fred Clary, chairperson. Richard McKee moved to approve the agenda and to verify the posting. Larry Sebranek seconded. Motion carried.

Jeanetta Kirkpatrick moved to approve the minutes. Richard McKee seconded. Motion carried.

Joan Bailey presented the vouchers with special notice of the following: \$209.95 to Lakes Gas for tank rental (used to be reliable), \$311.49 to Associated Podiatrists for Part A resident, \$1,022.17 to CDW Government for patch cables, toner and other supplies, \$176.72 to Chitwood for air conditioner repair, \$429.81 to Meriter Hospital for Part A resident outpatient, #138.87 to Mobilex for Part A residents, \$2,658.78 to Otis Elevator for two service calls for north elevator, \$1,746.09 to Richland Hospital for part A labs and dietary consult, \$414.14 to Richland Medical Center for procedure for part A resident, \$615.79 to shopping news for help wanted, \$3,072.00 to Unlimited Advacare for broda chair purchase, and \$332.11 to WPS for overpayment by family care . Don Seep moved to pay the bills as presented. Larry Sebranek seconded. Motion carried. Discussion of the LeadingChoice network and companies they are negotiating with for contracts.

Census averaged 87 with 7 Medicare Part A.

Joan Bailey discussed the financials. The facility has closed to admissions so Medicare Part A census has dropped and therefore, Med A census days are down. Year-to-date revenue exceeds budget. \$14,568,092.12 has been paid for construction to date. A/R is up slightly due to Medicaid eligibility delays. Network membership fees of almost \$7k were paid.

Joan Bailey reviewed a report from the Medicare accountant regarding prior year Medicare rates.

Joan Bailey led a discussion of 2017 self-pay room rates and reviewed current rates in the area. Services in the new facility that will be included in the room rate were discussed. Richard McKee moved to approve a rate increase of 6.5% for SNF self-pay room rates for 2017. Larry Sebranek seconded. Motion carried.

K. Cianci reported on an impending retirement in the dietary department.

Joan Bailey presented a request for bedspreads for the new facility. Discussion of lead time for delivery of the bedspreads and required fire retardant quality. Jeanetta Kirkpatrick moved to approve \$7,500.00 for purchase of new bedspreads. Don Seep seconded. Motion carried.

K. Cianci requested a floor scrubber, carpet extractor, three moto mops to clean the bathroom tile floors and five vacuum cleaners for a total of \$20,665.76. Don Seep moved to approve this purchase. Richard McKee seconded. Motion carried.

K. Cianci requested purchase of a cub cadet walk behind self-propelled mower for \$1k. Don Seep moved to approve \$500.00 for a mower and to obtain at least two bids for the mower. Richard McKee seconded. Motion carried. Discussion followed regarding the condition of the current tractor. It has been rebuilt and lost half of its power. The mower deck is broken-repair would be \$2k. The mower deck is felt to be beyond its useful life. Snow removal equipment needs will be evaluated this winter. Discussion followed regarding considering contracting for mowing services and possibly leasing a mower. Don Seep moved to explore contracting for lawn care. Richard McKee seconded. Motion carried.

Discussion returned to agenda item #7 to discuss assumptions used for the draft budget. Census and mix figures were debated. Health insurance cost was estimated. Utility costs were estimated for the 2017 budget.

K. Cianci presented a request for two laptops, two computers on wheels and 5 brackets to mount the kiosks in the new facility for a total of \$5,565.12 from SHI. Richard McKee moved to approve this purchase. Dr. Richardson seconded. Motion carried.

K. Cianci requested additional community education regarding the new building. Discussion followed regarding type of advertising, related costs and benefits. Reviewed some of the current steps being taken by the facility. Richard McKee moved to approve up to \$15k for additional advertising to include WOLX. Don Seep seconded. Motion carried.

K. Cianci reviewed information from LeadingAgeWI regarding massive regulation rewrites by CMS to be enacted yet this year. Additionally, sweeping changes to the survey process and focus itself will take place next year. Changes to the enforcement fines known as Civil Money Penalties have already taken place, enacted by CMS utilizing a “blind” process by internal review and not soliciting industry input. Networks and coalitions continue to be explored and formed by healthcare institutions-making it a particularly busy time for the facility staff.

K. Cianci reported that occasional use of personal email had occurred and had been discussed with the IT manager.

Richard McKee moved to adjourn at 8:57 p.m. Dr. Richardson seconded. Motion carried.

The next meeting will be September 19, 2016 at 7:00 p.m.

Respectfully submitted,

Kathleen A. Cianci
Administrator