

Minutes of Meeting

There was a regular scheduled meeting of the Pine Valley Trustees on Monday, October 17, 2016 at 7:00 p.m. in the Pine Valley Conference Room. Fred Clary, Richard McKee, Larry Sebranek, Jeanetta Kirkpatrick, Don Seep, Mary Miller and Dr. Richardson were in attendance. Joan Bailey, Financial Administrative Assistant attended for most of the meeting and left after discussion of agenda item #6. Visitor Alayne Hendricks attended the entire meeting. Dietary staff Ila Hagenston, Eunice Black, and Angie Turnipseed attended the meeting and left after item #7 was discussed.

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

Don Seep moved to approve the minutes. Richard McKee seconded. Motion carried.

Joan Bailey presented the vouchers with special notice of the following: \$441.00 to Veriato Inc for renewal of HIPAA software, \$17,522.74 to Alliant Energy-a portion of which is for the new building, \$4,032.25 to R.C. Municipal for sewer plant, \$4,797.07 to Cardmember Services for supplies (\$3,400.00 for new building), \$16,150.00 to WI Dept. of Health and Family Services for Sept. bill and again for October, \$562.46 to Surgi Center of Greater Madison for a Med A resident, \$7,000.00 to Conard Creative group for marketing, \$26,505.89 to Dalco for floor scrubbers, etc. new building, \$5,126.83 to LW Allen for a new sewer plant flow meter from July, and \$7,456.84 to Phoenix Textiles for bedspreads. Jeanetta Kirkpatrick moved to pay the bills as presented. Richard McKee seconded. Motion carried.

Aged accounts were reviewed. A sum of \$26k will be written off as Pine Valley's lien was second in line to be paid and Medicaid will be paid the entire amount from the sale of the home. Other collection efforts were reviewed.

Joan Bailey presented the financial reports. Medicare Part A census is down due to limited admissions. Overall census is below budget for the month due to maintaining census at level for new nursing home. Expenses are over budget for the month in part due to new building supplies. G and A is over in

expense for the month due to two bed tax bills, and brochure expense. Total sick leave accrual expense is \$357k.

Census averaged 80 with 2 Medicare Part A for the month.

The discussion moved to events that affected the decision to build a new nursing home. Three options were explored: Do nothing, build new, or renovate. K. Cianci reported that a market analysis was done to determine the need for a new building and alternatives, and that the decision to build was reached after exploring the other options. Fred Clary reported on a “do nothing” option where the county would have continued with the current old structure. This would have resulted in a need for more county levy to subsidize the operations. Renovating was not a realistic option due to the need to vacate the nursing home during construction and the loss of revenue. Additionally, residents who are protectively placed at Pine Valley would have to be relocated out of the county and Health and Human Services would have to pay for their care. The build new and partial renovation decision was reached after much study and discussion. Jeanetta Kirkpatrick reported that the project was more thoroughly researched than any other project she was involved in.

Joan Bailey presented very old resident rosters and vouchers from the early 1900's that have been deemed “public records” by corporation counsel. The library has expressed an interest in them. The decision was made to preserve the artifacts in the new building.

Fred Clary explained that the option to contract dietary services would be explored as a contingency plan to provide staff for the department. Jeanetta Kirkpatrick added that the move to a new building would be a good time to contract as other changes were taking place. A discussion followed with Ila Hagenston, dietary manager, stating that better pay would attract and retain more staff. Fred Clary stated that the county is paying a lot in benefits; more than the private sector. A wage study has been completed and the results presented this week. Jeanetta Kirkpatrick stated that the County would do its best to implement the recommendations.

K. Cianci presented a request to renovate the remainder of the garage to house attic stock and storage. Much discussion followed regarding the extent of renovating, insulating and heating method. Jeanetta Kirkpatrick moved to utilize a contractor to renovate the garage and provide breaker run as needed for a cost not to exceed \$15k. Don Seep seconded. Motion carried.

Richard McKee moved to adjourn at 8:40 p.m. Dr. Richardson seconded.
Motion carried.

The next meeting will be November 21, 2016 at 7:00 p.m.

Respectfully submitted,

Kathleen A. Cianci
Administrator

