

## Minutes of Meeting

There was a regular scheduled meeting of the Pine Valley Trustees on Monday, October 16, 2017 at 7 p.m. in the Pine Valley Community Room. Larry Sebranek, Fred Clary, Dr. Richardson, Richard McKee, Jeanetta Kirkpatrick, Don Seep and Mary Miller were in attendance.

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.

Richard McKee moved to approve the minutes of the last meeting. Larry Sebranek seconded. Motion carried.

K. Cianci explained that due to a clerical error, the nursing position of medication aide was left off of the list of shift differential, and requested it be corrected to include this position. Richard McKee moved to approve this. Jeanetta Kirkpatrick seconded. Motion carried.

Census averaged 74 SNF for the month with 11 Medicare part A and 10 CBRF.

Therese Deckert presented the vouchers with special notice of the following: \$360.00 to LeadingAge for financial seminar, \$314.19 to Marshall and Stevens for mandatory nursing home appraisal, \$4,321.55 to L.W. Allen for lift station pump repairs, \$30, 773.25 to McKesson for supplies and med carts. (med carts will be reimbursed by the Foundation), \$28,526.51 to New Horizons for advance billing, \$643.99 to Premier co-op for generator diesel fuel, and \$75.00 to Title Works for a title search. Don Seep moved to pay the vouchers. Richard McKee seconded. Motion carried.

Therese Deckert discussed the financial reports. The Medicare payment was received late and will be booked to the next month. This affected the cash. The facility has had to assess admissions due to staffing which affected the census.

Therese Deckert reviewed aged accounts. Collection action was discussed. Richard McKee moved to confirm a home lien and assessed value of a home. Jeanetta Kirkpatrick seconded. Motion carried.

An area of land is being considered for sale. Don Seep moved to approve Larry Sebranek to contact Erin Wunnicke in attempts to determine the value of the property and timber. Richard McKee seconded. Motion carried.

K. Cianci requested approval of a Memorandum Agreement with Kobussen buses which was drafted by Corporation Counsel. The agreement is for Kobussen to provide bus transportation and drivers to transport residents if evacuation is needed. Jeanetta Kirkpatrick moved to approve the agreement. Larry Sebranek seconded. Motion carried.

K. Cianci requested approval of an addendum to the Aegis therapy contract to provide activity programming for an annual cost of slightly over \$50k. Don Seep moved to approve the addendum. Larry Sebranek seconded. Motion carried.

Richard McKee reported that Neighborhood Housing would only be interested in the cottage if they could purchase the property. Richard McKee moved to advertise the cottage for sale for \$1 including all contents to be moved off of the premises. Don Seep seconded. Motion carried.

Don Seep moved to postpone until the next meeting, discussion of farm land lease renewal. Larry Sebranek seconded. Motion carried.

K. Cianci reported that the Medicaid waiver application has been received from the State and is due in 60 days. The Megarule is still on schedule to be implemented despite industry appeals to CMS and legislators-necessitating reassignment of facility resources from resident care to writing policies, reviewing evacuation plans, reviewing and entering into transfer agreements, performing evaluation of staff competencies, etc.

K. Cianci requested a leased marketing position for the assisted living to become effective in 2018. It will be two days per week. Larry Sebranek moved to approve. Jeanetta Kirkpatrick seconded. Motion carried.

K. Cianci requested consideration of broadening the New Horizons contract to include all dietary staff as a way to help compensate for the additional cut to the county appropriation. Jeanetta Kirkpatrick moved to postpone indefinitely the discussion of outsourcing the remainder of dietary staff. Richard McKee seconded. Motion carried.

K. Cianci distributed a letter detailing her retirement date, and thanked the board for the opportunity to work at Pine Valley. Jeanetta Kirkpatrick moved

to research recruiters to help with the screening of applicants and interim administrator. Richard McKee seconded. Motion carried.

Dr. Richardson moved to adjourn at 9:42 p.m. Don Seep seconded. Motion carried.

Next meeting will be November 13, 2017.

Respectfully submitted,

Kathleen A. Cianci  
Administrator