

Minutes of Meeting

There was a regular scheduled meeting of the Pine Valley Trustees on Monday, November 20, 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.

Don Seep moved to approve the minutes of the last meeting. Dr. Richardson seconded. Motion carried.

Discussion moved to land for sale near Pine Valley that is county-owned. The timber is not worth harvesting. Richard McKee moved to offer the land for sale at \$1,500.00 per acre pending approval by the County Board. Larry Sebranek seconded. Motion carried. Jeanetta Kirkpatrick moved to pay the invoice for the opinion of timber sale value. Mary Miller seconded. Motion carried.

Ben Southwick discussed options to collect an outstanding bill. Don Seep moved to ask the individual to pay \$100.00 per month without interest until paid off and authorize Therese Deckert, Administrative Assistant to make the offer. Larry Sebranek seconded. Motion carried with all voting aye except Jeanetta Kirkpatrick who voted no.

Richard McKee moved to go to closed session to confer with legal counsel regarding an injunction and to permit Cianci and Glasbrenner to attend. Motion carried by roll call vote with Clary, Kirkpatrick, Seep, Richardson, Sebranek, McKee, and Miller all voting aye.

Larry Sebranek moved to return to open session. Jeanetta Kirkpatrick seconded. Motion carried.

Larry Sebranek moved to go to closed session for purposes of reviewing employment of applicants for the administrator position. Richard McKee seconded. Motion carried by roll call vote with Clary, Kirkpatrick, Seep, Richardson, Miller, McKee and Sebranek all voting aye.

Richard McKee moved to return to open session. Larry Sebranek seconded. Motion carried.

K. Cianci presented a proposal for a handrail to be installed to make the loading dock area safe. It was not included in the building plans and was not allotted for in the building funds. The loading dock area is black topped and flanks the employee entrance. It is recessed from ground level with a drop of several feet. Jeanetta Kirkpatrick moved to authorize Larry Sebranek to solicit a quote locally and to proceed with scheduling the installation if the cost is equal to or less than \$2,200.00. Mary Miller seconded. Motion carried.

Therese Deckert presented the vouchers with special notice of the following: \$420.00 to UW Stevens Point for conference attendance for four staff, \$286.50 to staff member for reimbursement for C.N.A. class, \$750.00 to Ahern for sprinkler inspections, \$1,310.00 to Grantland Safety Inspections for fire extinguisher inspection and refills, \$50.00 to LeadingAge for employment ad, \$28.70 to Performance Health (formerly Sammons Preston) for stockings, \$11,900.77 to Richland Hospital for labs, dietary consultation and a sleep study, and \$194.60 to UW Medical Foundation for labs for Med A residents. Richard McKee moved to pay the vouchers. Larry Sebranek seconded. Motion carried.

Therese Deckert reported that many issues with Kronos have been rectified. Jeanetta Kirkpatrick reported that the courthouse feels payroll has gotten easier.

Census averaged 73 for the month with 10 Medicare Part A and 11 CBRF. Two of four SNF households were closed to admissions for 5 days due to a respiratory illness. Although the illness remained on one household and did not spread-was very well contained, they households share staff, so the additional household had to be closed as well.

Therese Deckert discussed the financial reports. Census has been down in Medicare A and overall census by 63 days. The CBRF has been above census. This is reflected in revenue for the month. The September Medicare payment was received this month. A \$421,800 SP payment is expected in December. The state Medicaid auditor has determined that the new building reimbursement under the property portion of the rate will be higher than anticipated. Additionally, the Medicaid CMI has increased which also increases the rate.

Cianci reported that New Horizons is starting to make some changes. The chef will begin to cook three days per week. More scratch cooking/baking is taking place and the menus are being changed to include more resident favorites. The Heightened Scrutiny application has been completed and submitted to the state 10 days ahead of schedule. There has not been any response to the tour offered of the cottage to assist people to bid on the cottage. The bids are due the end of November.

K. Cianci and Chris Glasbrenner presented the request for the wage plan to be implemented at step 4 for Pine Valley. Therese Deckert reported on how the facility will fund the wage increase. Larry Sebranek moved to approve step 4 for the entire staff to be effective January 1, 2018 and to present this to the Finance Committee. Richard McKee seconded. Motion carried.

K. Cianci presented the Liability and personal injury renewal rates by endorsement. Total premium will be \$35,612.00. Richard McKee moved to approve this. Dr. Richardson seconded. Motion carried.

Richard McKee moved to offer the farm land for lease at \$1,800.00 per year for a three year contract. Mary Miller seconded. Motion carried.

Richard McKee moved to adjourn at 9:52 p.m. Dr. Richardson seconded. Motion carried.

Next meeting will be December 18, 2017.

Respectfully submitted,

Kathleen A. Cianci
Administrator

