Pinecrest Board Meeting Minutes

Committee	BOARD OF DIRECTORS MEETING	Date: July 23, 2009
Presiding	Michael Kaufman, Chairperson	Time: 2:00 p.m. CST
Recording	Lois Ball, Administrative Secretary	Place: Board Room
Attendance	Gerald Smith, Elaine Boyne, Gerald McCole, June Waisanen, Barbara Oliver, Mary Bradley, Michael Kaufman, Margaret Bastien and Richard Mapes, Administrator	
Board Members Absent	Gladys Elegeert	
Liaison Members Present	Ann Martin; John Degenaer, Jr.	
Liaison Members Absent	David Schultz, Thomas Elegeert, Gary Eichhorn	
Leadership Team Members Present	Jessica Boucher, Darlene Smith, Jerome Hubbard, Lois Ball	
Guests	David Vandermissen, Jr., Patti King	

Topic	Discussion/Conclusion/Recommendation	Action/Responsible Party
Discussion	The July Agenda was approved with no additions or deletions	A motion was made by Trustee McCole, supported by Trustee Boyne to approve the July Agenda. Motion carried.
	Minutes of the previous month's meeting had been sent in Board Packets for review prior to the meeting	A motion was made by Trustee Smith, supported by Trustee Boyne, to accept the minutes of the June meeting. Motion carried.
	The Financial Statement for the month of June was reviewed by Jerome Hubbard, Assistant Administrator. He reviewed all highlights of the report and explained areas of increases or decreases.	A motion was made by Trustee Bradley, supported by Trustee Oliver, to accept the Financial Statements as presented by Mr. Hubbard. Motion carried.
	The Manifest of invoices had been sent in Board Packets for review prior to the meeting	A motion as made by Trustee Boyne, supported by Trustee Smith, to approve the Manifest of Invoices and to pay the bills. Motion carried.
Committee Reports	Chairperson Kaufman reported on the following resolutions that the Executive Committee had approved at their meeting just prior to the regular Board Meeting: Action Item #1: Bond portfolio.	A motion was made by Trustee Bradley, supported by Trustee Waisanen, to approve the motion of the Executive Committee regarding the acceptance of the Bond portfolio as presented by the Administrator and Assistant Administrator.
	Action Item #2: SEIU Contract The SEIU group has ratified their contract and language is being prepared for contract signing.	A motion was made by Trustee Bastian, supported by Trustee Smith to accept the ratification of the contract with SEIU. Motion carried.
	Action Item #3: Management Wage Freeze In light of the State rescinding of the Executive Order	

for budget cuts the Board was asked to approve the rescinding of the wage freeze for management .

A motion was made by Trustee Smith, supported by Trustee Bastien, to approve the rescinding of the wage freeze. Motion carried.

Action Item #4: Wage Reviews
Chairperson Kaufman reviewed those Management employees who would be receiving wage increases for this month.

A motion was made by Trustee Smith, supported by Trustee Boyne, to approve the recommendation of the Executive Committee and to grant the increases. Motion carried.

Whispering Pines / PAC Report for July:
Jessica reported that Whispering Pines had suffered damage on July 11th when an air conditioning unit started on fire. The fire left the wall around the a/c unit damaged as well as the flooring, but the majority of the damage was caused from water damage from the sprinkler that went off. They received tremendous support from all areas of Pinecrest. They evacuated the building to PAC for 24 hours during which time Maintenance staff cleaned, and repaired so that residents could move back into their home. She mentioned that the staff there received rave reviews from the Fire Department for their actions and for their efforts will receive acknowledgement in a framed plaque.

A motion was made by Trustee Boyne, supported by Trustee Bastien to approve Jessica's report. Motion carried.

Jessica reported that they are getting more outside clients from the Menominee Office and are receiving daily calls.

David Vandermissen, Jr. gave a report on the fire and

	the work in progress to repair the facility, bids being obtained and work being done. Trustee Bradley gave a report on the Whispering Pines / PAC Facilities. She stated that the Board had met on Tuesday, July 21st at which time they reviewed the Corporate Compliance for Whispering Pines, as well as the policy and procedure manual. She also gave a report on how the facilities are doing financially at this time.	A motion was made by Trustee McCole, supported by Trustee Oliver to accept the report of the Whispering Pines/PAC facilities. Motion carried.
Unfinished and New Business	Quality Assurance Report for July: Darlene Smith reported on the monthly meeting and all departments that had given reports at this time. Richard explained ACP (advanced modalities for therapy) that will be marketed throughout our therapy service area.	A motion was made by Trustee Bradley, supported by Trustee Boyne, to approve the Quality Assurance report as presented. Motion carried.
	Safety Committee: Lois Ball reported on the monthly Safety Committee Report. All incidents and accidents for the month had been reviewed and the Fire Drill Team continues with their work. David Vandermissen, Jr. also reported on the progress with the fire drills at this time.	A motion was made by Trustee Bastien, supported by Trustee Bradley to accept the Safety Committee report as presented. Motion carried.
	Corporate Compliance complaint: Jerry Hubbard reported that he had received a complaint and had gone through the investigation procedure. It was found that some resident's want 2 briefs and this is being care planned for to allow the resident's wishes. It was a good outcome.	A motion was made by Trustee Boyne, supported by Trustee Smith, to accept the Corporate Compliance report. Motion carried.
	Deb Pitts letter asking for support. Mary Bradley read the letter left on the table asking for support by	

	contacting legislators. Darlene reported that Debbie may be making a fast trip to Washington DC to lobby against the Medicare cuts. Handwritten letters from residents work good and so we may be having a letter writing campaign.
Comments from Liaison members	Ann Martin commented on the Executive Order. She also asked about the Dept Heads cuts from non labor operations. Mr. Mapes explained the budgets and operations stating that they are asked to look at formularies to help provide the same and like service.
Adjournment	A motion was made by Trustee Boyne, supported by Trustee Bradley to adjourn the meeting. Motion carried. The meeting was adjourned at 2:39 p.m.

Gerald McCole, Secretary

Gerald McCole

Richard Mapes, Acting Secretary