PINECREST
CARING COMMUNITY

PINECREST MEDICAL CARE FACILITLY
BOARD OF TRUSTEES MEETING

Date: March 22, 2012	Time: 2:04 p.m.
Presiding: Margaret Bastien, Chairperson	Place: Board Room
Recording Secretary, Lois Ball, Executive Secretary	

Board Members Present: Gladys Elegeert, Gerald Smith, Elaine Boyne, Barbara Oliver, Barbara Thorne, Catherine Driscoll, Mary Bradley, Michael Kaufman, Margaret Bastien.

Liaison Members Present: There were no Liaison Members present for today's meeting.

Leadership Team Members Present: Darlene Smith, Candace Meintz, Sharline Corrigan

Guests: Gerald McCole, Todd Flath, Terry Grondine, Donna Cappaert, Amy Lantagne, Peggy Eichhorn, Stacy Johnson

TOPIC	DISCUSSION	OUTCOME
Call to Order	The meeting was called to order by Chairperson Bastien at 2:04 p.m.	
Approval of Agenda	Trustee Kaufman requested that the Agenda be amended to include Pine Grove Resident's complaint. The item was added under 7. Unfinished and New Business, article e. The Agenda was also amended during the meeting to strike Action Item 4 from the Board Committee Reports. There was no report made under this section.	A motion to approve the Agenda was made by Trustee Driscoll, supported by Trustee Boyne. Motion carried.
Board action on Minutes of the February 23,2012 Meeting	The minutes had been sent to Board Members prior to this meeting for review.	A motion was made by Trustee Boyne, supported by Trustee Elegeert. Motion carried.
Review of Financial Statements	Candace Meintz, CFO, reviewed the Financial Statements. A discussion was held concerning census and budget.	A motion was made by Trustee Kaufman, supported by Trustee Thorne, to approve the Financial Statements as presented. Motion

		carried.
Manifest of Invoices	The Manifest of Invoices had been sent to Board Members prior to this meeting for review.	A motion was made by the Smith, supported by Trustee Boyne, to approve the Manifest of Invoices and to pay the bills. Motion carried.
Board Committee Reports a. Executive Committee	The Executive Committee met prior to this Board Meeting and brought the following Action Items to the Board as a whole for review:	
	1. Feasibility Study for Whispering Pines Estates – the Board was asked to consider a proposal from Plante and Moran to do a feasibility study and a marketing study to determine if the area could support the Whispering Pines Estate which is in its very early planning stages. The cost of the studies would be approximately $17,000 to be paid for by Whispering Pines. Mary Bradley, Chairperson of the Whispering Pines Committee reviewed the studies and the need for them at this time. She noted that if the study does not favor a congregate living facility at this time, the project will not continue or be brought up for consideration again. After a lengthy discussion, a motion was made and support given with the stipulation that the cost of the study be limited to no more than $20,000.	A motion was made by Trustee Kaufman, supported by Trustee Driscoll, who stipulated that the cost of the studies should not exceed $20,000. Motion carried unanimously.
	2. Bad Debt Write off. Sharline Corrigan explained the circumstances around this month's request for a write off.	A motion was made by Trustee Driscoll, supported by Trustee Boyne, to approve the Bad Debt Write Off. Motion carried.
	3. Joint Provider Conference – Registration and Lodging. Administrator Mapes explained that with the current practice in place of paying for registrations, but not lodging and travel it is prohibiting some attendance at meetings that we need representation at. He requested that travel be paid to allow Darlene Smith, Director of Resident Services, to attend the Joint Provider Conference. He noted that this is an important conference for us where we meet with State Surveyors and at this time are provided with regulations and what they will be looking for in upcoming surveys.	A motion was made by Trustee Kaufman, supported by Trustee Elegeert, to grant the request for payment of travel to this conference. Motion carried.

b. Whispering Pines Committee Meeting	Trustee Bradley, as Chairperson of the Whispering Pines Committee reported on the Committee's meeting held prior to today's Board Meeting. Mrs. Bradley reported on each home and all activities occurring at the homes. The Committee also reviewed policy changes, the manager's report and the Plante and Moran proposal for conducting feasibility and marketing studies.	A motion was made by Trustee Drsiscoll, supported by Trustee Smith, to accept the Whispering Pines report. Motion carried.
Report of Quality Assurance and Resident Council Committees	Darlene Smith reported on the Quality Assurance Meeting for the month of March. For each department that presented reports at the meeting and the sub-committee reports of Policy Review, Nursing and Miscellaneous. She also reported on the Resident Council meetings from each home and noted that they are working with the residents to find an appropriate procedure which would allow residents to go outside to enjoy this beautiful weather.	A motion was made by Trustee Bradley, supported by Trustee Smith, to accept the Quality Assurance and Resident Council report. Motion carried.
Safety Committee and Eden Reports	Lois Ball reported that the Safety Committee had met and held an inservice on residents' personal alarms. The Committee also reviewed all incidents and accidents for the month of February as well as safety concerns throughout the building. She also reported that while the facility does continue to work on Eden, (each step is called a "Milestone"). The next step they want us to take would consist of a lot of training and quite expensive. In light of the current economics, we have decided to put this Milestone on hold, but do continue to work on other areas of Eden.	A motion was made by Trustee Smith, supported by Trustee Oliver, to accept the Safety Committee and Eden reports. Motion carried.
Report on Meetings and Conferences Attended Upcoming Meetings	Administrator Mapes reported that he had attended the NACo meeting in Washington DC with Trustee Oliver. He also attended the Mid Year Legislative Conference in Lansing with Trustee Elegeert. Administrator Mapes reported that there will be the Spring Management Conference during the first week in June, the NACo Summer Conference, and in April there will be a District 1 Administrator's Meeting in Marquette. He noted that the CFO of Marquette General Hospital will be their speaker at that meeting.	
Administrator's Report	Administrator Mapes reported on the meetings attended: NACo: As part of NACo he is a member of the Health Steering	A motion was made by Trustee Bradley, supported by Trustee Oliver,

	Committee during which they discussed, among other items, the needs of returning veterans, how Medicare/Medicaid is not well integrated, maintaining a strong local safety net; and affordable health care At the Mid Year Legislative Conference, County Medical Care Facilities were among those who testified before the Senate. He discussed Senate Bill 884 and the testimonies of the facilities regarding surveys.	to accept the Administrator's report as presented. Motion carried.
Pine Grove Resident's Complaint	Trustee Kaufman stated that he felt this issue was taken care of by Darlene Smith's explanation during her Quality Assurance and Resident Council report.	
Comments from Liaison Members	No Liaison Members were present for this meeting.	
Comments from the Public	There were no Public comments at this time.	
Adjournment	The meeting adjourned at 3:03 p.m.	A motion to adjourn was made by Trustee Bradley, supported by Trustee Driscoll. Motion carried.

BARBARA-J OLIVER, SECRETARY

Barbara J. Oliver

Richard Mapes, Administrator