



Pinecrest Board Meeting Minutes

Committee:	BOARD OF DIRECTORS MEETING	Date: April 23, 2009
Presiding:	Michael Kaufman, Chairperson	Time: 2:01 p.m.
Recording:	Lois Ball, Administrative Secretary	Place: Board Room
Attendance:	Gladys Elegeert, Elaine Boyne, Gerald McCole, June Waisanen, Barbara Oliver, Mary Bradley, Michael Kaufman, Margaret Bastien, Tom Elegeert (DE Co Liaison), Gary Eichhorn (Men Co Liaison), Richard Mapes, Administrator	
Absent:	Gerald Smith	
Liaison Members present:	David Schultz, John Degenauer, Jr.	
Liaison Members absent:	Gary Eichhorn	
Special Guest:	Jerome Hubbard, Controller; Darlene Smith, DON; Jessica Boucher, Assistant Administrator of Whispering Pines and Lois Ball, Administrative Secretary	

Topic	Discussion/Conclusion/Recommendation	Action/Responsible Party
Discussion	The April Agenda was approved with no additions or deletions.	Motion made by Trustee Elegeert, supported by Trustee McCole to accept the April agenda as presented. Motion carried.
	Minutes of the previous meeting were reviewed. No corrections were made. Board Members commented that they liked the new format.	Motion was made by Trustee McCole, supported by Trustee Oliver to accept the minutes of the March Meeting. Motion carried.

Discussion, continued

Jerome Hubbard, Controller, reviewed all aspects of the Financial Statement for the month of March.

Motion was made by Trustee Bradley, supported by Trustee Elegeert to accept the Financial Statement as presented by Controller Jerome Hubbard. Motion carried.

The manifest of Invoices was reviewed by the Board prior to the meeting. Trustee Elegeert asked if we belonged to HCAM. Trustee Bradley responded that we were one of the first MCF's to join. Trustee Elegeert also asked if we paid for CNA's testing and Mr. Hubbard replied yes and that we are directly reimbursed for it.

Motion was made by Trustee Elegeert, supported by Trustee Oliver to accept the Manifest of Invoices and to pay the bills. Motion carried.

Committee Reports

Chairperson Kaufman reported that the Executive Committee had met prior to the Regular Board Meeting to review several evaluations of Management Staff and he explained the Executive Committee's decisions. Administrator Mapes explained that we would be working on changing the way non labor groups wage increases would be administered.

Chairperson Kaufman discussed

- a) employee health insurance and that we had signed with Blue Cross Blue Shield to accept a plan. He presented a resolution to the Board to accept the insurance plan from Blue Cross Blue Shield of Michigan for employees of the facility.
- b) Reorganization of the Facility's Organizational Chart which provides a chain of command
- c) Changes in the capital budget expenditures.

Motion made by Trustee Bradley, supported by Trustee Waisanen, to accept the Executive Committee report. Motion carried.

Trustee Bradley reported that the Whispering Pines Board had not met during the month of April but deferred the report of the Facilities to Jessica Boucher, Assistant Administrator of Whispering Pines. Jessica handed out 2008 Annual Management Report booklets and discussed them. She also reported that they had recently gone through their CARF Survey and had done very well. She noted that they will be opening an office in Menominee in the Harbors and are also working with UPCAP and Marquette General Hospital to provide services outside of the retirement community (of the Harbors). She thanked Mary, and Mary thanked Darlene Smith, for helping to get the project underway.

A motion was made by Trustee McCole, supported by Trustee Elegeert to accept the Whispering Pines report. Motion carried.

Quality Assurance

Darlene Smith, DON, reviewed the QA Report from the April 21st meeting.

A motion was made by Trustee Bradley, supported by Trustee Elegeert to accept the Quality Assurance Meeting Report as presented by Mrs. Smith. Motion carried.

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Safety Committee
Lois Ball, Secretary of the Safety Committee gave a report on the April 14th meeting. She reviewed incidents and accidents and items reviewed at the meeting.

A motion was made by Trustee Bastien, supported by Trustee Oliver to accept the Safety Committee

Meetings Attended

Darlene Smith, DON reported that she had attended a Joint Provider Meeting in Novi. She stated that follow up on meds, buffet dining, emergency plan books, med errors/issues were their main topics this year. Good investigation when we have a med error is essential.

Administrator Mapes reported that he attended the ISD Human Services Collaborative Board Meeting in Menominee, and that he and Jessica had attended a Pathways Board Meeting. Jessica stated that Whispering Pines will be making a presentation to the Board of Pathways in June.

The Board Members informed Administrator Mapes that at the MCF Meeting in Marquette on Wednesday he had been elected to the position of Secretary/Treasurer.

SEIU Local 79 Negotiations

Administrator Mapes reported that the SEIU group had not ratified their contract during the April 10th vote. He stated that a date for mediation has not yet been set. Trustee Bradley asked if we had a chance to try interest based bargaining with that group and asked that we suggest that in the future.

RFP's for dairy bids

Administrator Mapes requested permission to let bids for dairy products for the 2009-2010 year.

Green House Project

A report was given by Jerome Hubbard, Green House Guide. He discussed the upcoming seminar and the training program being developed. He handed out newsletters that showed a picture of one of our residents. He stated that our Shahbaz, Candy, had taken the picture and won \$250 for it. She donated the prize money to the Green Houses so they can have live music come in to entertain.

A Motion was made by Trustee Waisanen, supported by Trustee Elegeert to accept the reports of meetings attended. Motion carried.

A motion was made by Trustee Bastient, supported by Trustee Bradley to accept the report on SEIU negotiations and to approve mediation if that is what is required. Motion carried.

A motion was made by Trustee Elegeert, supported by Trustee Oliver to grant permission to let bids. Motion carried.

A motion was made by Trustee Elegeert, supported by Trustee Oliver to accept the report as given by Mr. Hubbard. Motion carried.

My InnerView Award

Administrator Mapes explained that the facility had been awarded a Customer Service Award from My InnerView. Chairperson Kaufman opened the award.

A motion was made by Trustee McCole, supported by Trustee Bradley to accept the resolution and that the structure of the Board of Trustees remain the same. Motion carried.

Reorganization of the Board Committees

Chairperson Kaufman presented a resolution to the Board requesting that all Board Committee assignments continue for the 2009 - 2010 year, and that monthly meetings continue to be held on the fourth Thursday of each month beginning at 2:00 p.m. Central Time.

Board approval

Trustee Kaufman asked the Board members present if they approved of the new format, and was everyone happy with the way the Board Meetings were being run.

The Board approved of the meeting format.

Comments from Liaison Members

Commissioner Degenauer, Liaison Member from Dickinson County, stated that he had been out of circulation due to his wife's health, but is back and will again be attending meetings.

Commissioner Schultz, Liaison Member from Delta County, stated that he likes the format as presented as it gets everyone involved.

Comments from the Public

Sandy Gauthier, stated that she has been employed at Pinecrest as an LPN for 38 years and found the meeting interesting. She stated that it was nice to see all of you (Board members) here.

Adjournment

The meeting was adjourned at 2:40 p.m. by Chairperson Kaufman

A motion to adjourn the meeting was made by Trustee Elegeert, supported by Trustee Oliver. Motion carried.

