PINECREST MEDICAL CARE FACILITY

BOARD OF TRUSTEES MEETING

Date: January 27, 2011	Time: 2:00 p.m. CST
Presiding: Gladys Elegeert, Chairperson	Place: Board Room
Recording Secretary: Lois Ball, Executive Secretary	

Board Members Present: Gladys Elegeert, Gerald Smith, Elaine Boyne, Gerald McCole, Barbara Oliver, Barbara Thorne, Mary Bradley, Michael Kaufman, Margaret Bastien, and Richard Mapes, Administrator

Liaison Members Present:
Liaison Members Absent: David Moyle, John Degenaer, Jr., Charlie Meintz

Leadership Team Members present: Candace Meintz, CFO

Guests: Wendy Reince and Tony Seely.

TOPIC	DISCUSSION	OUTCOME
Approval of Agenda	The agenda was approved without additions or deletions	A motion was made by Trustee McCole, supported by Trustee Bastien. Motion carried.
Board Action on Minutes of December meeting	Minutes had been sent to Board Members prior to this meeting.	A motion was made by Trustee Smith, supported by Trustee Oliver to accept the minutes as presented. Motion carried.
Review of Financial Statements	Candace Meintz, CFO reviewed the financial statements for November and December of 2010. It was noted that we are having issues with Medicaid reimbursement and are taking active steps to resolve this issue. Administrator Mapes noted that most MCF's in the Upper Peninsula are having similar issues and he asked Board Members to contact those they know regarding this issue.	A motion was made by Trustee Bradley, supported by Trustee Bastien. Motion carried.
Board action on Manifest of Invoices	Manifest of Invoices for November and December were sent to Board Members prior to this meeting.	A motion was made by Trustee McCole, supported by Trustee Smith to accept the Manifest of Invoices for November and December and to pay the bills. Motion carried.
Board Committee Reports	Executive Committee: 1) Adult and Adolescent Volunteer Policy was reviewed by Administrator Mapes. After a lengthy discussion regarding the wording of the policy, this item was tabled until changes can be made to the policy and the Board will review it again at next month's meeting.	After lengthy discussion, a motion was made by Trustee Bradley, supported by Trustee Bastien, to table the Volunteer Policy at this time. Motion carried.
State of Michigan CON Application	Administrator Mapes reviewed the CON Application and	A motion was made by Trustee

	discussed filing the report for June 2011.	Kaufman, supported by Trustee Smith, to accept the CON Application report. Motion carried.
Strategic Planning Consultant's Contract	Administrator Mapes stated that we are looking at this plan because we want well defined strategic criteria for future planning. The Board Members were provided with content and materials for a one day planning retreat scheduled for February 10th from 9:30 a.m. to 4:00 pm.	A motion was made by Trustee Kaufman, supported by Trustee Smith to accept the Consultant's contract. Motion carried.
Whispering Pines/Northern Home Report	Trustee Bradley, Chairperson of the Whispering Pines Committee, gave the report of the meeting from 12Noon today, on each facility and the clients and staff at each home. She noted that they had just completed a set of surveys and the results were very favorable.	A motion was made by Trustee Boyne, supported by Trustee Oliver. Motion carried.
Quality Assurance report	Administrator Mapes noted that Darlene Smith is not in attendance today and asked that the report be tabled until next month. He did report that in 14 months the facility has not had a resident/family complaint made against them to the State of Michigan. We did self submit a report for a fall of a resident for which the surveyor was in yesterday to investigate and the facility was cleared of this claim.	
Safety Committee Report	Lois Ball, Safety Committee Secretary, reviewed with the Board a report from Citizens Management Inc., our workers' compensation insurance carrier, which shows the savings per claim the company was able to provide for us. She also reported on the Safety Committee Meeting held during January.	A motion was made by Trustee McCole, supported by Trustee Oliver, to accept the Safety Committee Meeting as presented. Motion carried.
Report on Meetings and Conferences Attended	Administrator Mapes reported that he had attended the OSF Advisory Board Meeting that nothing from that meeting impacted the facility.	A motion was made by Trustee Smith, supported by Trustee Boyne, to accept the report on

	He also reported that he had attended the MIWorks panel group which discussed careers throughout the Upper Peninsula. Trustee McCole reported that at the MCSSA Meeting in Escanaba yesterday, with a motion by Trustee Kaufman and supported by Trustee Bradley, District 1 would fund the cost of the five Upper Peninsula Directors to attend the Mid Year Legislative Conference in Lansing in March, and he discussed the importance of the Directors attending so they can educate the new Legislators of what is going on in their districts.	Meetings and Conferences. Motion carried.
Administrator's report	Strategic Planning: this item had already been discussed. Labor/Management Meetings: this came as a result of a House Committee Meeting and we will have our first meeting on Thursday, February 24th after the regular Board Meeting. House Committee Meeting: Administrator Mapes reported on the following grievances: The grievance regarding the bath team was resolved The grievance regarding scheduling was resolved The grievance regarding posting of child care positions is going to arbitration The grievance regarding wrongful discharge is on a 90 day extension. The grievance regarding employees taking an extra 8 hours of CTO on a holiday was resolved by allowing the	A motion was made by Trustee Bastien, supported by Trustee Bradley, to accept the Administrator's report. Motion carried.

	employees to draw an extra 8 hours from their CTO bank if they wish. The grievance regarding the P.T. aides has been extended while the Union looks into matters. The Employee Satisfaction Survey Team is working on the recent survey results and will meet with Dept Heads and start forming action plans. Administrator Mapes noted that there was a 15% improvement in the results for this year over last year. Administrator Mapes reviewed the Plante and Moran letter to the Board for the upcoming audit.	
Comments from Liaison Members:	No Liaison Members were in attendance at this meeting.	
Comments from Public	Wendy Reince asked for clarification regarding the volunteer policy stating that she is a housekeeper, but she helps bring residents to activities and does come in on her days off to help with special activities. Administrator Mapes stated that she would be covered within the "one-time event" wording for volunteers. She also asked if Resident Council minutes should be reviewed by the Board. The Board thanked Wendy for this suggestion and a motion was made by Trustee Kaufman, supported by Trustee Bradley, to include the Resident Council Minutes in the reports to the Board from now on. Lois Ball reported to the Board that a fire at a Bark River home this month took the life of the Facility's Senior Companion.	

	She stated that staff and residents miss Jack Erickson very much.	
Meeting date for February	The next regular Board Meeting is scheduled for Thursday, February 24, 2011 at 2:00 p.m. CST in the Board Room.	
Adjournment	The meeting adjourned at 3:14 p.m. CST	A motion was made by Trustee Bradley, supported by Trustee Oliver, to adjourn the meeting. Motion carried.

Margaret Bastien, Secretary

Margaret Bastien

Richard Mapes, Administrator