PINECREST MEDICAL CARE FACILITY
BOARD OF TRUSTEES MEETING

Date: May 26, 2011	Time: 2:00 pm CST
Presiding: Gerald McCole, 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, Richard Mapes, Administrator.

Board Members Absent: Margaret Bastien.

Liaison Members Present: Mary Harrington, Charlie Meintz
Liaison Members Absent: John Degenaer, Jr.

The meeting was called to order by Chairperson McCole at 2:00 p.m. CST		
Approval of Agenda	The Agenda was approved with the additional of 7. d. 3. Activities Department.	A motion was made by Trustee Bradley, supported by Trustee Oliver. Motion carried.
Board Action on Minutes of the April 28, 2011 meeting.	The minutes of the April Meeting were mailed for Board Member review prior to this meeting.	A motion was made by Trustee Boyne, supported by Trustee Smith, to accept the minutes. Motion carried.
Review of Financial Statements	Financial Statements were reviewed by Candace Meintz, CFO. Discussion was held	A motion was made by Trustee Bradley, supported by Trustee Smith. Motion carried.

	concerning financial stability, and the choice to reopen the rehab wing.	
Board action on Manifest of Invoices	The Manifest of Invoices had been sent to Board Members prior to this month's meeting for their review.	A motion was made by Trustee Smith, supported by Trustee Elegeert, to accept the Manifest of Invoices as presented and to pay the bills. Motion carried.
Executive Committee	Investment Policy: the approval of this policy was put on hold last month for further review. After review, Trustee Kaufman stated that this policy seems to be more stringent than the previous.	A motion was made by Trustee Kaufman, supported by Trustee Bradley, to accept the Investment Policy. Motion carried.
	Local 854 – Settlement Agreement: Local 854 and Pinecrest had settled three grievances prior to the start of an arbitration meeting. These agreements were reviewed.	A motion was made by Trustee Boyne, supported by Trustee Smith, to accept the Settlement Agreement with Local 854.
	Bad Debt Write – off: Discussion was held regarding the write offs and the problems the facility is incurring with health care programs covering the costs of residents' stays.	A motion was made by Trustee Kaufman, supported by Trustee Smith, to accept the write offs as presented. Motion carried.
	SEIU Wage Proposal: Administrator Mapes reviewed the SEIU proposal. He asked the Board to accept the proposal, lifting the wage freeze to provide the increase accepted to SEIU members as well as non-union workers. Trustee Kaufman thanked the Administrator for settling the contract and grievances, noting that we want this to be a good place to work; people live here.	A motion to approve the SEIU proposal was made by Trustee Kaufman, supported by Trustee Boyne. Motion carried.
Whispering Pines/Powers Activity Center Committee Report	Trustee Bradley reported that the Whispering Pines Committee had met prior to this Board Meeting. She reported on each home and the activities within. She noted that the	A motion was made to accept the Whispering Pines report by Trustee Smith, supported by Trustee Boyne. Motion carried.`

	Committee had reviewed their Corporate Compliance, Policy and Procedures, Safety and Quarterly Reports.	
Quality Assurance Report	Darlene Smith, Director of Resident Services reported at that the Quality Assurance Meeting for the month of May the Social Services Dept, Housekeeping, and Human Resources had submitted reports. She also noted that they had reviewed tornado safety at that meeting.	A motion to accept the Quality Assurance Report was made by Trustee Bradley, supported by Trustee Oliver. Motion carried.
Safety Committee Report	Lois Ball reported that the Safety Committee had reviewed all incidents for the month. They are learning new ways of tracking and trending incidents and that she had attended a webinar concerning the perception of staff safety and would present it to the Safety Committee to discuss surveying the staff about facility safety.	A motion was made by Trustee Kaufman, supported by Trustee Smith, to accept the Safety Committee Report.
Report on Meetings and Conferences Attended	Administrator Mapes reported that he, Darlene and most Board Members had attended the MCMCFC Spring Conference. Darlene Smith reported on the HCAM Educational Conference. She noted that they learned about care planning, past non-compliance and the Elder Justice Act. If we have resident to resident or staff to resident assaults we are supposed to report them to our local authorities, our survey team and DHS. Administrator Mapes reported that he had attended the District 1 meeting and has been elected President.	A motion was made by Trustee Elegeert, supported by Trustee Boyne, to accept the Report on Meetings and Conferences Attended. Motion carried.

	Whispering Pines staff attended the NorthPointe Educational Luncheon. Trustee Kaufman reported that there had been a Water Authority Meeting held yesterday. There will not be an increase in the water rates. They are working with the Village to take possession of the water tower. Trustee Kaufman also reported that the Ellen K. Russell and Michael Miketinac Trusts had met this morning. He reported that there are monies available to the facility from each fund as well as another fund that had been established for uncompensated care. A resident's family has requested help through the fund. Trustee Kaufman noted that the Trustees of the Trust will establish some limits for the fund to ensure that money will be available in the future for residents.	
Administrator's Report	1. After having received a letter from a volunteer questioning the Volunteer's policy the Executive Committee has recommended that the policy be sent to the Activities Department to rework. 2. Gordon Food Service will provide a food show on the grounds of Pinecrest on Thursday, June 23, 2011. There should be 10-12 booths under a tent with samples for people to try. The community will be welcome. 3. Administrator Mapes discussed the	A motion was made by Trustee Bradley, supported by Trustee Smith, to accept the Administrator's Report. Motion carried.

	plans for developing a Life Enrichment Center in the current classroom. Trustee Bradley stated that she felt this was a priority item and asked if the Ellen K. Russell Trust could help out. She noted that the activities department is a critical component to the residents' lives here.	
Comments from Liaison Members	Liaison Member Harrington asked if the wage freeze included administration, the Board assured her that yes it does. Liaison Member Meintz discussed the write offs. He also questioned the total cost of the one time pay out in an arbitration settlement.	
Comments from the Public	Amy Lantagne addressed the budget the activities department had been given to work with for a recent activity. She also addressed the comments from visitors regarding the building. Todd Flath questioned the SEIU wage proposal and discussed Local 854's position.	
Adjournment	The meeting adjourned at 2:49 pm	A motion was made by Trustee Elegeert, supported by Trustee Smith to adjourn the meeting. Motion carried.

Gerald Smith, Secretary

Richard Mapes, Administrator