



MEETING OF THE PINECREST  
BOARD OF TRUSTEES

Date: Thursday, June 26, 2014	Place: Board Room
Presiding: Jeff Naser, Vice-Chairperson	Time: 2:00 p.m. Central Time
Recording: Lois Ball, Executive Secretary	

The meeting was called to order at 2:00 P.M. by Vice-Chairperson Naser.

Present: Gerald Smith, Debbi Springinsguth, Mary Harrington, Catherine Driscoll, Randall VanGasse, John Degenauer, Jr. Jeff Naser, Gary Eichhorn, Darlene Smith, Administrator

Absent: Elaine Boyne, Mary Bradley, Barbara Oliver, Jan Hafeman

Leadership Team Members present: Candy Meintz, Susan Williamson,

Guests Present: Jim Moraska, Spalding Township Supervisor; Terry Grondine, Amy Lantagne, David Vandermissen, Jr, David Kausak.

TOPIC	DISCUSSION	OUTCOME
Approval of Agenda	Administrator Smith stated that Jim Moraska, Spalding township Supervisor was present today to give the Board an update on the DNR Grant committee. She asked that he be allowed time after the approval of the Manifest of Invoices as he has another meeting to attend.	A motion was made by Trustee Smith, supported by Trustee Springinsguth, to approve the Agenda with the addition of Jim Moraska's presentation. Motion carried.
Board Action on Minutes of May 24, 2014 Meeting	The minutes of the meetings in June had been sent to the Board for prior review.	A motion was made by Trustee Smith, supported by Trustee Eichhorn, to approve the minutes as submitted.
Financial Statements for May 2014	CFO Candy Meintz presented the Financial Statements for the month of May 2014.	A motion was made by Trustee VanGasse, supported by Trustee Degenauer, to approve the Financial Statements as presented. Motion carried.
Board Action on Manifest of Invoices	Manifest of Invoices had been mailed to Trustees prior to this meeting.	A motion was made by Trustee Smith, supported by Trustee Driscoll, to approve the manifest of Invoices. Motion carried.
Presentation by Jim Moraska, Spalding Township Supervisor on the DNR Grant Committee	Mr. Moraska discussed the DNR Grant Committee's purpose and what they had been proposing. The Board Walk from Pinecrest property to the Park was not approved by the Township Board. It was agreed that the Grant Committee should take a look at this and discuss it further, to see if there is something else they might undertake. After further discussion it was decided to wait until the next Grant Committee meeting scheduled for July 8 <sup>th</sup> .	
Board Committee Report Whispering Pines:	Trustee Driscoll, reported that there is a need for more staff at all homes. Maintenance issues are being taken care of.	

<p>Great Northern Home Care</p>	<p>Iron Mountain's Great Northern Home Care has really grown since it opened.</p> <p>Administrator Smith asked that the board leave the Great Northern Home Care project on hold at this time. She stated that they are part of our mission, we are all under the same liability insurance and that the facilities had no wish to move forward.</p>	
<p>Board Action Item/Resolutions Bad Debt Write Offs</p>	<p>CFO, Candace Meintz reviewed the bad debt write off request in the amount of \$69,512.31. The Board reviewed and discussed items on the request list. CFO Meintz stated that this amount will hit the bottom line next month. Susan Williamson, DON, explained that there are people who are admitted under Medicare. After 20 days they have a co-pay amount per day, but we have to perform the services before we can bill for them. By the time the bill is submitted the person has gone home and then they are not paying their copay amount.</p> <p>CFO Meintz requested approval of these write offs for July.</p>	<p>A motion was made by Trustee Eichhorn, supported by Trustee Smith, to approve the Bad Debt Write Off as requested. Motion carried.</p>
<p>Change in rates for Therapy Services</p>	<p>CFO Meintz stated that in 2012 the Board had approved a 10% increase in Therapy services fees. She noted that these</p>	<p>A motion was made by Trustee Harrington, supported by Trustee Driscoll,</p>

	increases had not been put into effect and was requesting that the Board approve the 10% be instated.	to approve the rate increase for Therapy Fees as requested. Motion carried.
Room Rate increase request	CFO Meintz explained that at the recent MCMCFC Spring Conference Pat Anderson had asked if our room rates were covering our expenses. It is not. She stated that they were looking to the board to approve raising the room rate. After discussion the board recommended a room rate of \$220.00 per day. CFO Meintz stated that this increase would become effective August 1, 2014.	A motion was made by Trustee Degenauer supported by Trustee Springinsguth, to approve a daily room rate of \$220.00 per day effect August 1, 2014. Motion carried.
Unfinished and New Business Quality Assurance and Resident Council Committees	Susan Williamson, DON, reported on the June Quality Assurance Meeting and reviewed the reports given by each Department that presented that month. She also reported on the Resident Council Meetings held at each home. There were no issues or complaints to report this month.	
Report of Safety Committee	Lois Ball, secretary to the Safety Committee reported on the meeting for June. She noted that all incidents and accidents of residents and staff were reviewed and there were no major issues to report.	
Updates on HVAC System and Administrator's House Renovation	David Vandermissen, Jr. reported that the HVAC system is running at about 50%. The people coming in to work on the	

	<p>computer are scheduled to be here next Wednesday for the upgrades. The chiller system is coming along. The tubes were good – everything was good. We used the water from the township for the chiller to keep it running to help keep the building cooler until we could get the people here to do the work to get it fixed. Administrator Smith stated that she had to give Davey and crew a round of applause for their work. The Board thanked them for their work.</p> <p>Administrator Smith reported that Blue Fox Construction is scheduled to begin the work on the Administrator’s home on July 14<sup>th</sup> with plans to have it finished by August 1<sup>st</sup>, to turn the home into a SIP home. We already have clients lined up to move in. The Board suggested that we get the inspections needed for the house set up prior to this so we are not running behind to open it.</p>	
Proposed change to revised By-Laws	Administrator Smith reported that during the revision of the By-Laws the section regarding the Whispering Pines Committee was not changed to reflect the addition of another Board Member, changing it from 3 Board Members to 4.	A motion was made by Trustee Degenauer, supported by Trustee Smith, to make the change in the By-Laws to reflect that change. Motion carried.
Meetings and conferences attended	Administrator Smith stated that she and DON Susan Williamson had attended the	

	<p>Spring MCMCFC conference were they reviewed ADA, FMLA, Billing and a lot of other topics. She also attended the OSF Home Health and Hospice Meeting and reported that they are finishing up their rehab unit. She Attended the MI Works CCG Meeting on June 11<sup>th</sup>, and the Water Authority Meeting on May 28<sup>th</sup>. She stated that she, Candy, and Lois had met with our insurance agent regarding the health insurance/affordable health care act for the upcoming year.</p> <p>She also reported that she had attended the DNR Grant Committee meeting on June 10<sup>th</sup> and the next one is scheduled for July 8<sup>th</sup>. She referred to the presentation by Jim Moraska at the beginning of the meeting, stating that we will wait until the July meeting to see where it all goes.</p>	
Comments from the Public	There were no comments from the public.	
Adjournment	The meeting adjourned at 2:51 p.m.	A motion was made by Trustee Eichhorn, supported by Trustee Smith, to adjourn the meeting. Motion carried.

Elaine Boyne, Secretary

Elaine Boyne

Darlene Smith, Acting Secretary

Darlene Smith, Act. Sec.