Date: April 25, 2019	Place: Pinecrest Board Rooms
Presiding: John Degenaer, Jr. Vice Chairperson	Time: 2:00pm CST
Recording Secretary: Nancy Mach, Executive Assistant	Monthly Board Meeting

Call to Order: 2:04pm CST

Roll Call: Trustees present: Mary Olsen, Theresa Nelson, Nicole Chouinard, Kristine Mulder, Catherine Driscoll, John Degenaer, Jr., Jeff Naser, Gerald Piche

Trustees absent: Donna Schomin, Gary Eichhorn

Leadership Team present: Nancy Mach, Executive Assistant, Heather Niarhos, Director of Nursing, Jessica Johnson, Controller, David Vandermissen, Jr., Amy Mays, Dietician

Guest: Kevin Johnson and Terry Grondin

TOPIC	DICUSSION	OUTCOME
Board action on the April 2019 Agenda	The April Agenda was reviewed	A motion was made by Trustee Driscoll to accept the April 2019 Agenda, seconded by Trustee Naser. Motion carried.

TOPIC	DICUSSION	OUTCOME
Board action on the March 2019 Minutes	The March 2019 Minutes were reviewed	A motion was made by Trustee Driscoll to accept the March 2019 Minutes, seconded by Trustee Mulder. Motion carried.

TOPIC	DICUSSION	OUTCOME
Board action on the March 2019 Manifest of Invoices	The Manifest of Invoices was reviewed, Jessica Johnson, Chief Financial Officer explained with the new software page 1 will show the Capitol Improvement cost.	A motion was made by Trustee Olsen to accept the March Manifest of Invoices, seconded by Trustee Mulder. Motion carried.

TOPIC	DICUSSION	OUTCOME
Board action on the March 2019 Financial Statement April2019page2	Jessica Johnson, Chief Financial Officer gave the Board the Financial Statements for February, that due to our new software were not available for the last meeting and will let the Board review them, Jessica then went on the read over the March Financial Statement, we are a little over on Budget the Census has been a little low this month, we have had a lot of training, we sent staff downstate for Eden training for a few days and Jessica Johnson also	A motion was made to accept the March 2019 Financial Statement my Trustee Naser, seconded by Trustee Mulder. Motion carried.

	attended training downstate not all had been in the Budget. Trustee Nelson asked what Eden was, Heather Niarhos, Director of Nursing explained we try to keep a more family atmosphere more individualized for the residents. Jessica Johnson explained, we get $2.00 a day more for our Greenhouse residents, the Greenhouse is different from Eden, but all of Pinecrest is Eden. The Capitol Budget was discussed, no specific costs this month but we have a contract in the Therapy Department for an ultrasound machine, the contract will be up in September and we want to cancel the contract and buy an Ultrasound machine. The machine cost is $15,000 and the contract is $15,000 a year, our maintenance is able to maintain the Ultrasound machine here and the Ultrasound machine may have to be sent out to be calibrated, but our Physical Therapy Department says the Ultrasound machine we currently have has not been sent out for a long time. The Board did a roll call vote on the purchase of the Ultrasound machine, unanimous vote to purchase the Ultrasound machine.	

TOPIC	DICUSSION	OUTCOME
Report from Whispering Pines Board meeting	Trustee Driscoll reported the Homes are doing well, and some terminology was changed in some Policies	A motion was made to accept the Whispering Pines Report by Trustee Naser, seconded by Trustee Piche

TOPIC	DICUSSION	OUTCOME
Board action on Write-offs	Jessica Johnson gave the Board an updated list for the Write-offs, Trustee Mulder asked about a Part A Medicaid refused to pay why a change in amount with the updated list, Christie Marsh, Billing Specialist explained our system makes adjustments prior to billing that do not always reflect the actual amount that is owed. Trustee Naser asked if we are putting leans on homes to try to collect payment, Nicole Chouinard, Administrator said yes, we do title searches and will turn over to collection agency if no cooperation from families.	A motion was made to accept the April 2019 Write-offs by Trustee Mulder, seconded by Trustee Olsen. Motion carried.

	Christie Marsh, Billing Specialist said it is helping the billing with Lois Ball and Danette Hall working with families. Trustee Nelson stated that as of April 15th the 3 counties, Delta, Dickinson and Menominee are doing their own application now, are we seeing a change is it better. Christie Marsh, Billing Specialist said not seeing changes yet but it is early, a lot of the paperwork was sent before the change with the 3 counties, but we do get answers to questions faster.	

TOPIC	DICUSSION	OUTCOME
Report on Quality Assurance	Heather Niarhos, Director of Nursing reported on the Resident Council meeting, the residents are happy with the room improvements, Amy Mayes, Dietician continues discussion with the Residents and menus, we have Influenza on our second floor, the residents enjoyed the Easter egg hunt with some of our local school children, Resident Abuse was discussed during the meeting and the Residents are looking forward to fishing trips this summer	A motion was made to accept the Quality Assurance Report by Trustee Driscoll, seconded by Trustee Piche. Motion carried.

TOPIC	DICUSSION	OUTCOME
Report on Safety Committee	David Vandermissen, Jr., Maintenance Supervisor reviewed the April Safety Committee Meeting, many items are ongoing, Dryer install almost complete, no lost time for staff injury in March, purchased lifts with the grant received from OSHA, the Bariatric lift will be in soon, we had a power outage, new regulations were followed by the staff, it was a good training opportunity, door codes have been changed for more security at night. The Steam piping is here, will start to run the air lines to the room, then dryer will be replaced, it is a lengthy process, all will be done in-house.	A motion was made to accept the Safety Committee report by Trustee Driscoll, seconded by Trustee Nelson. Motion carried.

TOPIC	DICUSSION	OUTCOME
Administrator's Report	Nicole Chouinard, Administrator discussed the Volunteer Dinner, our Dietary Department did a very nice job, Attended the Joint Provider meeting downstate, Mike Kaufman has resigned from the Ellen K. Russell/Michael Miketinac/Pinecrest Charitable Trust and the Board was given the original legal description for the Trust and can suggest a replacement from Menominee County, will be put on the Agenda for May. Corporate Compliance and Conflict of Interest information given to the Board to review and sign, this is done yearly.	A motion was made to accept the Administrator's Report by Trustee Piche, seconded by Trustee Driscoll. Motion carried.

TOPIC	DICUSSION	OUTCOME
Comments from the Public	Kevin Johnson, Maintenance wanted to thank the Board for the room renovations, the residents are very happy because they are getting something out of it and the staff also feels they are getting something out of it. Also, being a Union Rep, Kevin feels we are working well together can talk things out, may have some issues but we handle it and work it out, the place is looking great and we like our new shirts to wear to represent Pinecrest. Nicole Chouinard, Administrator told the Board if they would like to have a Pinecrest shirt, just stop in by Jessica Johnson, we have some samples and we can get one ordered. Trustee Naser asked about the problem we had with our computer server going down. Nicole Chouinard, Administrator said we are currently running on 2 other servers we have and are hoping they can continue and when the Data Center is up we will purchase a 3rd server then. Trustee Piche wanted to say he and his wife, who volunteers at Pinecrest, attended the Volunteer Dinner, it was so well done, we were treated like Kings and Queens. Trustee Degenaer, Jr. likes the team effort he is seeing here, very nice for the Board to hear the positive, not just negative, the Board appreciates all the hard work.	

TOPIC	DICUSSION	OUTCOME
Adjournment April2019page6	The Meeting adjourned at 2:51pm CST	A motion was made to adjourn the meeting by Trustee Piche, seconded by Trustee Naser. Motion carried.

Jeff Naser, Secretary

Nicole Chouinard, Acting Secretary