PINECREST

Date: May 23, 2019	Place: Multipurpose Room
Presiding: Donna Schomin, Chairperson	Time: 2:00pm CST
Recording Secretary: Nancy Mach, Executive Assistant	Monthly Board Meeting

Call to Order: 2:00pm CST

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

Trustees absent: None

Leadership Team present: Nancy Mach, Executive Assistant; Jessica Johnson, Controller; Amy Mayes, Dietician; David Vandermissen, Jr., Plant Operations; Heather Niarhos, Director of Nursing; Christie Marsh, Billing Specialist and Danette Hall, Billing Specialist

Guest: Kevin Johnson, Diane Lee and Terry Grondine

TOPIC	DICUSSION	OUTCOME
Board Approval of May 2019 Agenda	The May 2019 Agenda was reviewed	A motion was made by Trustee Mulder to accept the May 2019 Agenda, seconded by Trustee Eichhorn. Motion carried.

TOPIC	DICUSSION	OUTCOME
Board Action on Minutes of the April 2019 meeting	The April 2019 Minutes were reviewed	A motion was made by Trustee Driscoll to accept the April 2019 minutes, seconded by Trustee Olsen. Motion carried.

TOPIC	DICUSSION	OUTCOME
Board Action on April 2019 Manifest of Invoices	Trustee Naser asked about a payment to Impact Wellness Rehab, Nicole Chouinard, Administrator explained they are with Lyle Townsend, our Therapy Consultant. Trustee Naser asked what he does for us, Nicole said he helps the Physical Therapy Department with the minutes that we can bill for in Physical Therapy, Lyle Townsend helps us get a higher RUG rate	A motion was made by Trustee Degenaer, Jr. to accept the April 2019 Manifest of Invoices, seconded by Trustee Nelson. Motion carried.

TOPIC	DICUSSION	OUTCOME
Board Action on Financial Statement for April 2019	Jessica Johnson, CFO reviewed the Revenue for the month and Liabilities. We have a loss of $21,378 for the month. Jessica said we had unexpected expenses for our wheelchairs, footrest holders were added to all wheelchairs,	A motion was made by Trustee Driscoll to accept the Financial Statement for

Page2May2019	our Drug expense was up for the month, Maintenance supplies were up for the month, Dietary purchased reusable cups (this expense will be made up in the coming months by not purchasing disposable cups) and we had an unemployment claim that was not expected.	April 2019, seconded by Trustee Eichhorn. Motion carried.

TOPIC	DICUSSION	OUTCOME
Board Committee Report from Whispering Pines	Trustee Driscoll attended the Whispering Pines Board Meeting today, Trustee Driscoll reported the Great Northern Home in Iron Mountain has closed, the other Homes are doing well. Policies were reviewed.	A motion was made by Trustee Degenaer, Jr. to accept the Whispering Pines Report, seconded by Trustee Olsen. Motion carried.

TOPIC	DICUSSION	OUTCOME
Board Action on May 2019 Write-offs	Trustee Nelson asked what ICD was, Christie Marsh, Billing Specialist explained it is a program that Medicaid put the resident in and is managed by the State. Trustee Naser asked about a write-off were a caseworker spelled a resident name wrong and Medicaid refuses to pay for the resident's stay, Christie explained the family initially spelled the name wrong, so the caseworker put the name in the system wrong, we did go through Provider Support in Lansing with no result, Danette Hall, Billing Specialist came into the meeting to explain what she has done to correct the spelling of the resident's name. Trustee Naser said Pinecrest should contact Matt the Director for the counties, Danette said she has tried, the resident was approved for Medicaid, but not for payment. Nicole Chouinard, Administrator said we have spent a lot of time on this with no result, Jessica Johnson, CFO said we have gone as far as we can with this we have to remove from our books. Trustee Naser said we should call our Representatives, Beau LaFave or Ed McBroom to help us. Trustee Nelson asked if it was a local caseworker, Danette Hall said it was when everything was being sent to Lansing. Trustee Mulder asked if we consulted	A motion was made by Trustee Naser to accept the May 2019 Write-offs. Seconded by Trustee Mulder. Motion carried.

Page3May2019	an Attorney to change the name, Christie Marsh said we have sent in the proof the change the name, but we have no response. Trustee Naser said he would come into the Facility anytime if he can help, Danette Hall said she will try calling Ed McBroom's assistant to see if she can help. Gerald Piche said he has a hard time to write off a bill like this, he wants Pinecrest to continue to try to collect not just write it off.	

TOPIC	DICUSSION	OUTCOME
Report of May 2019 Quality Assurance and Resident Council	Heather Niarhos, Director of Nursing said the Resident Council for this month had no complaints, Nursing Home week saw many activities and a cookout for residents and staff. QAPI is working on an Elder Abuse Awareness Program to educate the staff.	A motion was made by Trustee Degenaer, Jr. to accept the report on May 2019 Quality Assurance and Resident Council, seconded by Trustee Driscoll. Motion carried.

TOPIC	DICUSSION	OUTCOME
Report on May 2019 Safety Committee	David Vandermissen, Jr. reviewed the Safety Committee Minutes with the Board, many items are ongoing. Ken Smylie, Comprehensive Risk; our new Workers Comp Company, was here for the day on May 8, 2019. Ken did three separate training sessions with our staff on Burnout, did a walk through of the building, said housekeeping closets were well stocked with safety equipment, all ladders are appropriate and did a claims analysis for the last 3 years for supervisors to look at. Trustee Naser asked if there was a cost for Ken in the building that day, Nancy Mach, Executive Assistant, said no we have 2 day per year with the contract we signed to have Ken come out. Trustee Degenaer, Jr. said Dickinson County has leased all of the vehicles at a cost saving, maybe we should look into leasing a Van for the Facility, David Vandermissen, Jr. said we should have the one Van back soon it is a Meyer Signs right now. Trustee Eichhorn asked about the Chiller being down, David Vandermissen said it has	A motion was made by Trustee Driscoll to accept the May 2019 Safety Committee report, seconded by Trustee Mulder. Motion carried.

Page4May2019	been approved through Trane and the parts are being built now, we can use well water and the pipe is being put in now, the Cooling Tower on the roof will be taken down sometime next week so it can be worked on, safer on the ground, we have to be ready when Trane is ready to work on the Chiller	

TOPIC	DICUSSION	OUTCOME
Board Member Committee Assignments for 2019	Donna Schomin, Chairperson has decided to keep the same Board Member Committee Assignments for 2019. Nancy Mach to type up a new 2019 Committee Assignment and send in the next Board Packet for the June 2019 Board Meeting. Trustee Driscoll said the assignments for the Whispering Pines Board were done at a previous meeting.	

TOPIC	DICUSSION	OUTCOME
Administrator's Report May 2019	Nicole Chouinard, Administrator said she, Heather Niarhos and Jessica Johnson attended the HCAM meeting in Marquette, Nicole asked to have the Board have Jessica Johnson attend the Water Authority meetings since Jessica is a member of the community. We have had State Surveyors in the building from May 13 – 21, we received 18 citations and will be officially reviewed once back in the office in Lansing. Vicki Burlew will be helping with the plan of correction. Trustee Naser asked if we received any fines, Nicole said no not right know we got an (IJ) at 5pm and by 7pm Nicole and Heather were able to have it reduced to a (G) if State decides to give fines they come through CMS and can go back, but usually just 1 day. David Vandermissen, Jr. said he forgot to report we had the Fire Marshall in the building we are cleared, 1 smoke door to be changed, a Resident had too much paper in their room and one of the residents kicked the Fire Marshall out of his room. Heather Niarhos also said the Verbal Abuse by a staff member to a resident has been cleared by the State. The employee was dismissed.	A motion was made by Trustee Eichhorn to accept the May 2019 Administrator's Report, seconded by Trustee Olsen. Motion carried.

TOPIC	DICUSSION	OUTCOME
Comments from the Public	Trustee Nelson said she wanted to report that Rory Mattson was very happy with Triest Forest Products they have paid us $106,000 so far. Jessica Johnson said we still need to appoint to the Ellen K Russell/Michael Miketinac Trust Board, Jeff Naser appointed by the Board. Trustee Nelson asked about Nicole Chouinard's evaluation not finished last month, Nicole asked if we could put it off until the June meeting.	

TOPIC	DICUSSION	OUTCOME
Adjournment	The Meeting was adjourned at 2:42 pm CST	A motion was made by Trustee Eichhorn to adjourn, seconded by Trustee Piche. Motion carried.

Jeff Naser

Jeff Naser, Secretary

Nicole Chouinard

Nicole Chouinard, ~~Acting Secretary~~ Administrator