PINECREST

Date: May 28, 2020	Place: Pinecrest Medical Care Facility
Presiding: John Degenaer, Jr. Chairperson	Time: 2:00 pm CST
Recording Secretary: Nancy Mach, Executive Assistant	Monthly Board Meeting – This meeting is a Teleconference

Call to Order: 2:05pm CST

Roll Call: Trustees present: Mary Olson, Donna Schomin, Theresa Nelson, Winnie Fornetti, Catherine Driscoll, John Degenaer, Jr., Jeff Naser, Sheila Veraghen and Gerald Piche

Trustees absent: ALL PRESENT VIA TELECONFERENCE

Leadership Team present: Tina Koski Administrator, Heather Niarhos, Director of Nursing, Jessica Johnson, CFO and David Vandermissen, Jr., Plant Operations

Guest: Matt Stein and Mary Stein

TOPIC	DISCUSSION	OUTCOME
Board Approval of May 2020 Agenda	The May 2020 Agenda was reviewed.	A motion was made to accept the May 2020 Agenda by Trustee Veraghen, seconded by Trustee Schomin. Motion carried with Unanimous Roll Call vote

TOPIC	DISCUSSION	OUTCOME
Board Action on Minutes of the April 2020 meeting	The Minutes from the April 2020 meeting were reviewed. Tina Koski, Administrator said Jessica Johnson, CFO was omitted from the April 2020 minutes as being in attendance.	A motion was made to accept the April 2020 Minutes with addition by Trustee Olson, seconded by Trustee Driscoll. Motion carried with a Unanimous Roll Call vote

TOPIC	DISCUSSION	OUTCOME
Board Action on April 2020 Manifest of Invoices	The April 2020 Manifest of Invoices was reviewed.	A motion was made to accept the April 2020 Manifest of Invoices by Trustee Driscoll, seconded by Trustee Schomin. Motion carried with a Unanimous Roll Call vote

TOPIC	DISCUSSION	OUTCOME
Board Action on April 2020 Financial Statement	Jessica Johnson, CFO discussed the Balance Sheet, total Assets and total Liabilities, Actual verse Budgeted expense. COVID-19 expenses were discussed, some monies have been received for reimbursement from the Government and we hope we will be able to keep it. Census was discussed, we ended the month at 118 with an average for the month of 122.	A motion was made to accept the April 2020 Financial Statement by Trustee Driscoll, seconded by Trustee Veraghen. Motion carried with a Unanimous Roll Call vote.

TOPIC	DISCUSSION	OUTCOME
Board Committee Report from Whispering Pines, May 2020	Trustee Driscoll discussed the Teleconference she attended with Whispering Pines the homes are doing well and are updating Policies.	A motion was made to accept the May 2020 Whispering Pines Report by Trustee Nelson, seconded by Trustee Naser. Motion carried with a Unanimous Roll Call vote.

TOPIC	DISCUSSION	OUTCOME
Board Action on the May 2020 Write-offs	Tina Koski, Administrator discussed the Write-offs for the month of May	A motion was made to accept the May 2020 Write-offs by Trustee Naser, seconded by Trustee Piche. Motion carried with a Unanimous Roll Call vote.

TOPIC	DISCUSSION	OUTCOME
Unfinished and New Business: Report of Quality Assurance and Resident Council Committee	Heather Niarhos, Director of Nursing said no Quality Assurance Meetings have been held due to Social Distancing, policies are being updated, we are continuing Admissions with Quarantine, families allowed outside with residents with 6 feet distance, we have a Licensed Cosmetologist who is a CNA who is willing to do some haircuts for the Residents, there has not been Resident Council meetings, but we are doing one on one with the Residents and there have been not concerns and we are planning on more outdoor activities. Trustee Veraghen asked if a Resident becomes ill and test positive what do we do, Heather said they would be sent to a Regional Hub where they can deal with the Covid-19 illness, this is recommended by CMS. Trustee Nelson asked is there any place in the UP they can go, Heather said the closest is in Traverse City, there was talk of Norlite in Marquette, but at this time there is not enough to do that.	A motion was made to accept the Report of Quality Assurance and Resident Council Committee by Trustee Piche, seconded by Trustee Veraghen. Motion carried with a Unanimous Roll Call vote.
TOPIC	DISCUSSION	OUTCOME
Unfinished and New Business: Administrator's Report	Tina Koski, Administrator began with Covid-19, we have had over 200 new rules and guidelines from the State, OSHA, CMS and the CDC and they can change daily. The Staff are continuing to wear surgical masks, and the Dietary department are wearing eye shields, any new Residents are under the 14-day Quarantine which can affect our Census, we continue to screen staff at start and end of shift and we are conducting audits on all shifts. The State was here to perform an Infection Control Survey, there were no citations and we put in some of the Best Practice suggestions, the Government has a new rule, we have 12 hours to notify all Residents, families and staff if we have a Covid-19 so we have a Robo Call center to be able to do this. Trustee Naser commented about the 12-hour rule to notify. Trustee Driscoll asked about Isolation Unit, Tina said we do not have a Unit, so our 100 wing has any new Residents Quarantined for 14 days. A comment was made by Matt Stein that the 12-hour rule should not be taken lightly, Tina said, we are not, that is why we joined the Robo Call. Tina went on to discuss Nursing Home Week, we had snacks and a cookout for Residents and staff, extra games and cash prizes for Residents. Staffing continues to be a	A motion was made to accept the Administrator's Report by Trustee Driscoll, seconded by Trustee Fornetti. Motion carried with a Unanimous Roll Call vote.

	problem, but we are below the National average, of the staff that left 35% was for other employment, like the VA has better benefits and the rest was Covid-19 fear. We have received donation of masks and we received a donation of $250.00 and Candy Bars for the Residents and Staff. Trustee Naser said it is hard to be professional with everything that is piled on but feels Tina and Heather are trying to hold it together, Tina said it can be a struggle.	

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Unfinished and New Business: Capital Projects	Jessica Johnson, CFO read over the proposed Capital Project for Air Conditioner for the Laundry, David Vandermissen, Jr. said cannot fix any longer can't get parts. Trustee Naser asked how old the current system is, David Vandermissen, Jr. said from 1989 we have a bid from Energy Controls for $40,000 and it is energy efficient, Trustee Naser asked who would be installing the new Air Conditioner, David Vandermissen, Jr. said Energy Controls will install with a warranty.	A motion was made to accept the Capital Projects by Trustee Naser, seconded by Trustee Driscoll. Motion carried with a Unanimous Roll Call vote.
Unfinished and New Business: Amended Budget	Tina Koski, Administrator said we thought our Census would be at 123 but we have been around 120, so we will hold on for now to Amend the Budget.	
Public Comment	Mary Stein commented her mother Doreen Stein has been at Pinecrest for the last year now, Mary feels her mother has suffered, Mary feels the Board has to take responsibility for communication with families. Mary feels the Web site for Pinecrest is not good and needs to be updated. Matt Stein feels the treatment is mother received was unacceptable after she had dedicated her life to working at Pinecrest, Matt said staff at the Groves are not wearing masks and the Board should not take lightly contacting families. Trustee Nelson asked what happened, Mary Stein said she would not go into it at a public meeting and gave her phone number so any Board member can call her to talk to her.	

	Tina Koski, Administrator said we have a system in place for contacting families and our web page is an IT contract, due to Covid-19 we have not met, but we have been using Facebook to have better social media. Trustee Degenaer, Jr. asked if any other comments, Trustee Nelson said she would like to call a House Committee meeting, Trustee Degenaer, Jr. said we have to wait to call a House Committee due to needs to be, face to face, will have to wait until next meeting if not a Teleconference, and Trustee Degenaer, Jr. said he cautions the Trustees about taking a letter serious if the letter is not signed, if not signed it is not worth dealing with, it is a dead issue, Trustee Nelson said she respects that but wants to be on the right path, Trustee Degenaer, Jr. said Trustee Nelson should call Tina and Heather and discuss to have a House Committee meeting after the next meeting. Tina said Pinecrest will not be open by the next meeting, Trustee Naser said he will contact the Township Supervisor about using the Fire Hall for the next meeting, the DHS Board will be using the Fire Hall at 1:00pm CST and will check if it is available for Pinecrest to use for the next meeting held on June 26, 2020 and we will have to keep attendance below 10.	
Adjournment	The meeting adjourned at 2:54 pm CST John Degenaer, Chairperson Tina Koski, Administrator	A motion was made to adjourn the meeting by Trustee Naser, seconded by Trustee Driscoll. Motion carried with a Unanimous Roll Call vote.