PINECREST
CARING COMMUNITY

MINUTES OF THE MEETING OF THE
PINECREST BOARD OF TRUSTEES

Date: Thursday, July 28, 2016	Place: Board Room
Presiding: Elaine Boyne, Chairperson	Time: 2:00 p.m. Central Time
Recording: Lois Ball, Executive Secretary	

Call to Order: Chairperson Boyne called the meeting to order at 2:00 p.m. Central time.

Roll Call:
Trustees present: Elaine Boyne, Barbara Oliver, Catherine Driscoll, John Degenaer, Jr., Jeff Naser, Gary Eichhorn, Jan Hafeman, Mary Harrington. Darlene Smith, Administrator

Also present:
Leadership Team Members present: Susan Williamson, Director of Nursing and Candace Meintz, CFO.

Guests: Terry Grondine

TOPIC	DISCUSSION	OUTCOME
Approval of the July 2016 Agenda	Chairperson Boyne requested that "Report from Finance Committee" be added as 7.b. Trustee Naser requested that "Award and delivery of Award to former Board Member" be added as 7.c.	A motion was made by Trustee Eichhorn, supported by Trustee Nasser to approve the Agenda as amended. Motion carried.
Board action on Minutes of the June 2016 Meeting	The minutes of the June Meeting had been sent to Board Members prior to this meeting for their review.	A motion was made by Trustee Hafeman, supported by Trustee Driscoll, to approve

		the minutes as presented. Motion carried.
Board action on the June Manifest of Invoices	The Manifest of Invoices had been sent to the Board Members for review prior to this meeting. Trustee Naser requested details on 2 checks that had been issued in June. CFO Meintz provided details.	A motion was made by Trustee Hafeman, supported by Trustee Oliver, to approve the Manifest of Invoices as presented and to pay the bills. Motion carried.
Board Action on Financial Statements for June 2016	CFO Meintz reviewed the Financial Statement with those present.	A motion was made by Trustee Driscoll, supported by Trustee Hafeman, to approve the Financial Statements as presented.
Board Committee Reports a. Whispering Pines Committee	Trustee Driscoll reported that the Whispering Pines Committee had met. All homes are doing well. The Committee reviewed minor changes to the Safety Procedure, the reviewed the annual Safety Report, a Cultural and Diversity Report and had HIPPA Training. The annual Picnic will be held Friday, August 5th from 12-3 at the Bark River Senior Center Park. All Board Members are welcome.	A motion was made by Trustee Eichhorn, supported by Trustee Oliver, to approve the report as presented. Motion carried.
b. Report of Finance Committee	Trustee Eichhorn reported that the Finance Committee had met prior to this meeting. They discussed wages for the RN Group. Administrator Smith reviewed what other facilities are paying and discussed what a shortage of RNs in the	A motion was made by Trustee Eichhorn, supported by Trustee Degenaer, to approve the change of wage banns for the RN Group. Motion carried.

c. Award and Delivery of Award to former Board Member	building affects. Such things as our 5 Star rating, Trustee Eichhorn stated that he doesn't like things dropped on the Board Members, and, while supporting it, he thought the Board might want to wait until next month to vote on this issue to have time to think it through. Discussion continued with all present involved, and in the end the Board decided that it was necessary to act on this issue during this meeting. A plaque of appreciation for Gerald Smith honoring his many years of service to this facility was displayed at the meeting. It was decided that Administrator Smith would deliver the plaque to Mr. Smith.	
Board Action Items a. Request for Write Offs	There are no Write Offs this month.	
Unfinished and New Business a. Report of Quality Assurance and Resident Council committees	Susan Williamson reported that each of the homes had met for Resident Council. Residents all discussed the upcoming fair and other outings. We have started some weekend shopping trips for residents so they can meet up with the family members who work during the week. This was enjoyed very much and will continue. She also noted that the residents have been enjoying bonfires again this summer. They enjoy hot dogs	A motion was made by Trustee Eichhorn, supported by Trustee Oliver, to approve the Resident Council and Quality Assurance Committees Reports as presented. Motion carried.

	and s'mores. She explained that Davey V comes in to ensure safety with the bonfire. Trustee Harrington asked that Susan tell Davey how much the Board appreciates his extra work. She also reported on the July QA Meeting, noting that the monthly reporting regarding survey citations ended this month with all being resolved.	
Report of Safety Committee	Lois Ball reported on the July Safety Committee Meeting. She stated that we had a Code White alarm when a door alarm went off unexpectedly. Staff response was very good and all residents were accounted for within 5 minutes. (There was no elopement, just a hiccup with a door alarm, which was immediately taken care of) She stated that because of our location within the town and having roads on each side of the building we often have people wandering around our buildings. With safety concern for our 3-11 and 11-7 staff we have told them to call 9-1-1 if they see unusual activity in the parking lots or areas around our buildings. We had a power surge due to a lightning strike at the end of last month. All incidents and accidents for residents and staff were reviewed. Lois reported to	A motion was made by Trustee Eichhorn, supported by Trustee Hafeman, to approve the Safety Committee Report as presented. Motion carried.

	the Board that as stated in June, there was 1 employee incident and in July there have been 3. As far as resident incidents she reported that again this month we continue to see a decline in the number of falls as well as all other incidents. She told the Board that we continually work to get rid of restraints and the number of falls continue to go down. She cited the good work of all of our staff as a main reason for these good numbers each month. Administrator Smith reported that as a treat for the good work of our staff we gave out ice cream bars this week.	
Comments from the Public	There were no comments at this time.	
Adjournment	The meeting adjourned at 2:46 p.m. The next meeting of the Pinecrest Board of Trustees is scheduled for Thursday, August 25, 2016.	A motion was made by Trustee Eichhorn, supported by Trustee Oliver, to adjourn the meeting. Motion carried.

Gary Eichhorn, Secretary

Darlene Smith, Acting Secretary

Darlene Smith 8/25/16