



Date: 8/23/2018	Place: Board Room
Presiding: Gary Eichhorn, Chairperson	Time: 2:00 pm Central time
Recording Secretary: Nancy Mach Executive Assistant	

Call to Order: Chairperson Eichhorn called the meeting to order at 2:00 pm Central time

Roll Call:  
 Trustees Present: Donna Schomin, Theresa Nelson, Kristine Mulder, Catherine Driscoll, John Degenauer, Jr., Gary Eichhorn, Jan Hafeman and Administrator Nicole Freeland  
  
 Trustees Absent: Elaine Boyne and Jeff Naser  
  
 Leadership Team present: Jessica Johnson, Controller; David Vandermissen, Jr., Maintenance Supervisor; Nancy Mach, Executive Assistant, and Lois Ball, Medicaid Specialist  
  
 Guests: Terry Grondin

TOPIC	DICUSSION	OUTCOME
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Approval of the August 2018 Agenda	Administrator Freeland asked to add Rory Mattson to the Agenda for a closed session at Rory Mattson's request.	A motion was made by Trustee Hafeman to accept the Agenda as amended and supported by Trustee John Degenauer Jr. Motion carried
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Board action on Minutes for the July 2018 meeting	Trustee Nelson asked if Pinecrest was sending the Pinecrest Board Minutes to Joe at Dickinson County, in a past meeting Darlene Smith said the minutes would be sent to Dickinson County. John Degenauer Jr. said that yes Dickinson County has been getting the Pinecrest Board Minutes. Lois Ball, Former Executive Assistant, said she had always sent the Pinecrest Board Minutes in her 30 years of working to Dickinson County and has recently began to also send the Financials too.	A motion was made by Trustee Hafeman to accept the July minutes as presented, supported by Trustee Driscoll. Motion carried.
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Board action on the Manifest of Invoices	The Manifest of Invoices has been sent to the Board for review prior to this meeting. Trustee Hafeman questioned an expense for Garratt Callahan Co. Jessica Johnson, Controller explained this is an expense for our Legionella Policy for supplies. Trustee Nelson an expense to the Estate of Donald Fraas c/o Sue Patrick, Jessica Johnson, Controller explained this was a refund to a private pay resident who had passed away.	A motion was made by Trustee Hafeman to accept the June Manifest of Invoices, supported by Trustee Schomin. Motion carried.
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Board action of Financial Statement for July 2018	Jessica Johnson, Controller explained some changes she has made with the	A motion was made by Trustee Hafeman to accept the July Financial Statement,
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	<p>Financial Statement, she discussed Budget compared to FTE and the PPD to get a better understanding of how we are doing and then read through the Financial Statement with the Board. Jessica also discussed with the Board Capital Expenditures and the need to shift some projects to save some money in other projects</p>	<p>supported by Trustee Nelson. Motion carried.</p>
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<p>Report from Whispering Pines Committee Meeting</p>	<p>Administrator Freeland and Trustee Naser attended the Whispering Pines Picnic, very nice with a taco bar, they had a nice time</p>	
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<p>Review and request permission for Write-offs</p>	<p>Jessica Johnson, Controller went over and explained each write-off. Trustee Nelson asked if that is what Lois Ball will be working on with residents and families. Lois Ball said she will be reminding and assisting residents and families to help keep the Medicaid current. Gary Eichhorn said that John Nelson had mentioned in his letter to Pinecrest that is would be helpful to have help for residents and families to apply for services</p>	<p>A motion was made by Trustee Driscoll to approve write-offs in the amount of \$29,745.77, supported by Trustee Schomin. Motion carried.</p>
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<p>Report of Quality Assurance and Resident Council Committees</p>	<p>Heather Niarhos, Director of Nursing, discussed the annual survey that was just completed, we had three small citations, the State has accepted our plan of correction and we are requesting a desk review. Heather reviewed the resident</p>	<p>A motion was made by Trustee Hafeman to accept Quality Assurance and Resident Council report, supported by Trustee Mulder. Motion carried.</p>
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	<p>council suggestions, will put up another activity board for the 100 wing and the residents are enjoying the Dietary options given to them and they will continue. Residents attended the UP State Fair in Escanaba, the residents had a good time, we were able to supply enough vans to transport. Some residents wanted to wait for the Dickinson County Fair, so we will be attending that fair also.</p>	
<p>Safety Committee Meeting</p>	<p>David Vandermissen, Jr., Maintenance Supervisor reported on the ongoing Safety concerns, Fire Drill training continues with new staff, Fire Extinguisher training in August, Van Drivers will receive extensive training, Waste Management, falls are down this month, the Fire Alarm System has a ground fault, but the system is working, the Special Care Unit will have locked doors since not a fire egress and for the winter months an exit will be closed the help with salt damage to cement and time it takes to keep clear of snow. Trustee Nelson asked if we got the other van that John Degenauer, Jr. had found, John said no the van was not able to be fitted with a lift.</p>	<p>A motion was made by Trustee Driscoll to accept Safety Committee report, supported by Trustee Degenauer, Jr. Motion carried.</p>
<p>Administrators report</p>	<p>Administrator Freeland talked about State Survey, how well staff did and the thank you picnic we had for the staff for the good survey. We are working on incentives for the staff to get moral up. Administrator Freeland attended the Governors Luncheon at the UP State Fair,</p>	<p>A motion was by Trustee Driscoll to accept the Administrators report, supported by Trustee Hafeman. Motion carried.</p>

	attended OSF Homecare meeting, we have completed the MCMCFC survey and planning the Recognition Dinner for the staff.	
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Comments from Public	No comments were made	
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Adjournment	Meeting was adjourned at 2:31pm	A motion was made by Trustee Hafeman to adjourn, supported by Trustee Mulder. Motion carried
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John Degenauer, Jr. Secretary

Nicole Freeland, Acting Secretary

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