



Date: September 26, 2019	Place: Island Resort and Casino
Presiding: Catherine Driscoll and John Degenauer, Jr, Chairperson	Time: 4:00pm CST
Recording Secretary: Nancy Mach, Executive Assistant	Monthly Board Meeting

Call to Order: 4:04pm CST

Roll Call: Trustees present: Theresa Nelson, Winnie Fornetti, Catherine Driscoll, John Degenauer, Jr., Jeff Naser and Gerald Piche
Trustees absent: Mary Olson, Donna Schomin and Gary Eichhorn
Leadership Team present: Darlene Smith, Interim Administrator, Jessica Johnson, CFO; David Vandermissen, Jr., Plant Operations;
Heather Niarhos, Director of Nursing, Nancy Mach, Executive Assistant
Guest: Kevin Johnson

TOPIC	DISCUSSION	OUTCOME
Board Approval of September 2019 Agenda	The September 2019 Agenda was reviewed. Darlene Smith Interim Administrator asked to add to the Agenda, under Board Action, (b.) Reduction of Beds, under Unfinished and New Business, (e.) By Laws and under Board Action on Financial Statement for August 2019 6. (a.) Bids and (b.) Capital Expenditures	A motion was made to accept the September 2019 Agenda with additions by Trustee Piche and second by Trustee Naser. Motion carried.

TOPIC	DISCUSSION	OUTCOME
Board Action on Minutes of the August 2019 meeting	The Minutes from the August meeting were reviewed	A motion was made to accept the August Minutes by Trustee Driscoll and seconded by trustee Degenauer, Jr. Motion carried

TOPIC	DISCUSSION	OUTCOME
Board Action on May 2019 Manifest of Invoices	The August Manifest of Invoices were reviewed	A motion was made to accept the August Manifest of Invoices by Trustee Naser and seconded by Trustee Nelson. Motion carried.

TOPIC	DISCUSSION	OUTCOME
<p>Board Action on Financial Statement for April 2019</p>	<p>Jessica Johnson, CFO reported August was not great, but it was what we expected, our cash flow has more in the account now than all year, we are getting in receivables and not spending. With that our income for the month was \$799,000 and our budgeted expense was \$960,000, our census was very low for the month of August, but we still had staffing and maintaining the building along with supplies, September should be better our census is up. Darlene Smith, Interim Administrator said we are sending our Social Workers to the Hospitals and the VA to meet with the Social Workers there, to try to explain what we have been through and that we want to work with them. Trustee Degenauer, Jr. said we need to continue to meet with them on a regular basis. Jessica Johnson continued to explain that our census for the month was 77% and at this time our year to date is at 83%, if we continue for the rest of the year with total beds at 140 we would need to keep a census at 123 or higher for the rest of the year to make the 85% we need for the State to not cut our Medicaid, but if we take 10 beds off line we would need to keep a census at 116 or higher for the rest of the year to make the 85% for the State to not cut our Medicaid, we feel 116 is attainable. Darlene Smith said the history of Pinecrest has been a decline in beds and 140 is not attainable and by taking off line 10 beds we would be able to make additional private rooms which is what is requested by a resident looking at coming to Pinecrest we are passed over for another facility if a private bed is not available so we are not able to fill those beds and empty beds cost us money, we have discussed this with our Auditors at Plante and Moran and they feel it is a good strategy for the future. Darlene Smith said, staff is also an issue, getting enough staff for 140 beds is not always possible. Trustee Nelson asked what happens if we need to get these beds back? Darlene Smith explained that Menominee County is considered to have too many beds now so getting them back is probably not possible. Darlene Smith said, even with taking off line the 10 beds when we are full we always make money. Trustee Degenauer, Jr. asked for a motion to take 10 beds off line, a motion was made by Trustee Driscoll to take 10 beds off line seconded by Trustee Degenauer, Jr., a Roll Call was done: Trustee Nelson – Yes, with regret Trustee Fornetti – Yes</p>	<p>A motion was made to accept the financial report with additions by Trustee Driscoll and seconded by Trustee Naser. Motion carried.</p>

Page4SEPT201	<p>Trustee Driscoll – Yes</p> <p>Trustee Naser – Yes with regret</p> <p>Trustee Piche – Yes would like to have this written to be able to explain to Others about the drop in beds</p> <p>Trustee Degenaeer, Jr. – Yes</p> <p>Trustee Degenaeer, Jr. said have to maintain the 85% of occupancy, can't with 140 beds, we need to maintain Medicaid. Trustee Driscoll said it is important not to have 2 beds rooms when private is what is wanted. Trustee Nelson said, what happens to staff? Darlene Smith said, no staff will be cut, we do not have enough now to cover at times, and Darlene has talked with the staff about where to cut and what is best for care of the residents. Darlene Smith said Kevin Johnson is here from the Union and he can take back that no staff will be cut.</p> <p>Jessica Johnson, CFO went on the explain our Capital Budget projects that need a motion from the Board to be able to start them, Small Press for \$6500, Dietary Freezer for \$21,000 (walls will be used with updating compress and new efficient cooler which will be placed on the outside of the building), New Bariatric beds with mattress, Maple Grove roof \$7000 (half was done by Insurance, other half needs to be done) and can be done before winter, MPR Roof and Duct work (duct work is leaking) can be done before winter or spring will be an issue and a water softener for a total of \$75,300. Trustee Degenaeer, Jr. asked for a motion to accept the Capital Budget projects: a motion was made to accept the Capital Budget projects by Trustee Driscoll and seconded by Trustee Nelson. Motion carried. Jessica Johnson also reported we applied for a grant from Home Depot for enclosing the Pavilion roof to keep birds out, we applied for a grant from Hannahville for furniture in the SCU and we applied for a grant from Delta County Community foundation for picnic tables that are accessible for our residents. Jessica Johnson asked for permission for herself and Darlene Smith to attend the Fall Financial meeting downstate with a cost of \$470 and travel, Trustee Degenaeer, Jr. asked for a motion, a motion was made to allow attendance to the Fall Financial meeting downstate by Trustee Driscoll and seconded by Trustee Piche. Motion carried</p>	
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TOPIC	DISCUSSION	OUTCOME
Whispering Pines Report	Trustee Driscoll discussed the meeting held today, all homes are doing well, only 1 empty bed among them, an update to a brochure that is given to employees was done and updates to the Employee Handbook was done. Trustee Piche asked how many beds were available, Trustee Driscoll was not sure of the number of beds they have with all the houses	A motion was made to accept the Whispering Pines Report by Trustee Naser and seconded by Trustee Nelson. Motion carried.

TOPIC	DISCUSSION	OUTCOME
Board Action on September 2019 Write-offs	The Write-offs were reviewed. Trustee Nelson asked what HMP stood for, Heather Niarhos, Director of Nursing said is stands for Healthy Michigan Plan	A motion was made to accept the September 2019 Write-offs by Trustee Naser and seconded by Trustee Fornetti. Motion carried.

TOPIC	DISCUSSION	OUTCOME
Report of Quality Assurance and Resident Council Committee Pages5SEPT2019	Heather Niarhos, Director of Nursing reported Resident Council do not have any issues, they approved the fall menu and want to continue the normal activities	A motion was made to accept the Report of Quality Assurance and Resident Council by Trustee Piche and seconded by Trustee Nelson. Motion carried.

TOPIC	DISCUSSION	OUTCOME
Safety Committee Report for September 2019	David Vandermissen, Jr. discussed the September Safety Meeting continue to remind employees about driving and walking around the facility, flooring being repaired and Fire safety and training. Trustee Naser asked about the Electric	A motion was made to accept the Safety Committee Report by

<p>Company and our Chiller, David Vandermissen, Jr. said they have installed an Arrestors to help with lightening strikes and the last bill has been sent to the Insurance Company for payment</p>	<p>Trustee Nelson and seconded by Trustee Naser. Motion carried.</p>
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TOPIC	DISCUSSION	OUTCOME
<p>Administrator's Report</p>	<p>Darlene Smith, Interim Administrator, reported on Maintenance update on projects, the Patio is done and looking very nice very homey, the Dryer project is done with just some trim work and fire caulking to be finished and the Data Center will be moving ahead with servers and new Fiber. Darlene Smith report on the Facility Assessment, the state of the facility is good having been cleared by the State with our Plan of Correction, we have been admitting our census is up from 106 to 117 and we have some at the hospital that should be returning to us. The work on the roof will begin soon and the Dryer project is done. The Fines from the state we should know in about 2 weeks if the hardship is accepted we do have the 35% reduction also, other facilities have been granted the hardship, so we hope we will also. Trustee Naser asked to amount of the Fines, they are \$120,000. Trustee Nelson asked what we had to do for a hardship, Darlene Smith said we have applied to the State for the hardship then the State looks at our Audits and the Audits from the three counties also to see if it looks like we can afford the full amount or not. Darlene Smith told the Board Members she gave them copies of the most recent By-Laws we can find and if the Board Members would look them over and bring any questions, concerns or changes to the next Board meeting in October. Darlene Smith discussed Policies the Board needed to approve including Donation of CTO Policy, Darlene said this is a nice thing that employees can do for each other by donating CTO to an employee who has become ill and needs CTO, the Work for Exchange Policy is updated by only allowing the work for or exchange to occur in the same pay period, Smoke Free Policy was just brought up last month but we have to add no smoking during outings for residents and staff and the Attendance Policy is update to allowing 4 grace periods instead of 3, needing a Supervisors signature on a CTO slip for an occurrence and new hires within 6 month will be allowed 4 occurrences before being terminated</p>	<p>A motion was made to accept the Administrator's Report by Trustee Piche and seconded by Trustee Nelson. Motion carried.</p>

TOPIC	DISCUSSION	OUTCOME
<p>New Administrator Position</p>	<p>The Hiring Committee asked Tina Kosky to come to today's Board meeting to be able to meet the rest of the Board Member, Trustee Degenauer, Jr said he felt Tina had a good interview and comes with good recommendations. Tina Kosky addressed the Board by telling them she has 23 years at Marquette, most of those years have been in the Activities, has a degree in Gerontology and an Administrators License, what she has seen and heard about Pinecrest she likes and is very happy we are Person Centered Care and that what she has heard about our wanting to have more private room and more Bariatric Beds is a good thing to hear. Trustee Naser asked if Tina holds any other Degrees. Tina Kosky said she has the Bachelor in Gerontology and the Administrator License and that she is her towns Township Supervisor and has also been on the Townships Planning Committee. Trustee Driscoll asked Tina if she would be able to move to this area. Tina Kosky said, yes, she would definitely want to be available to the facility and would move here given some time to do so. Trustee Naser asked if Tina had worked or supervised a group of 25 or more. Tina Kosky said her Department she has right now she has 13 employees that she supervises, but that the current Administrator at Marquette expects all Supervisors to pay attention to all areas of the Nursing Home, so if there is another department that something is wrong she is expected to step in and help. Trustee Naser asked if Tina had any experience in Negotiations for Medical Contracts, Tina said, yes, she has set in on meetings. Tina Kosky said she feels it is important to keep the census up and that comes in doing Community outreach and marketing Pinecrest and making families and residents feel welcome at Pinecrest. Trustee Piche asked if Tina had a tour of Pinecrest. Tina Kosky said not of the whole building, but she likes what she has seen. Trustee Nelson asked if Tina had any Nursing background. Tina Kosky said she started her career as a Certified Nursing Assistant then went into the Activity Department before continuing her schooling. Trustee Naser asked if Tina had been involved in any State Audits. Tina Kosky said yes, she has been involved every year and in the Plan of Correction Process and she feels you need to be proactive with staff. Trustee Degenauer, Jr. said Tina stood out during the interview process with her responses. Trustee Naser asked Tina about her hobbies. Tina Kosky said she enjoys hiking, water sports, is an avid</p>	

reader and she has 3 dogs. At this time Trustee Degenare, Jr. asked if Tina would mind stepping out, so the Board could discuss our options. Trustee Degenare, Jr. said we have 2 options: make an offer to Tina Kosky or do more advertising. Trustee Driscoll said she liked Tina's management style during the interview process and the answers from the list of questions asked to Tina, she gets opinions from her staff. Darlene Smith, Interim Administrator said Jerry Hubbard, Administrator at Marquette does not want to lose her and Darlene trusts Jerrys opinion. Trustee Naser said we have our Nursing skills covered with our Director of Nursing and our Financials too. Heather Niarhos, Director of Nursing said it is helpful to have someone with Nursing experience, an Administrator has to be involved because of the State rules. Darlene Smith said a Nursing background can be important but need a good team to work with. Trustee Driscoll asked, what are we looking at for probation, 6 months, with Darlene involved to train for at least 30 days then on-call. Trustee Nelson asked, without Nursing experience, how do you negotiate a Union contract they have to know what the staff knows. Darlene Smith said, we have Steve Girard, he is very strong on negotiations and our team does has a good repour with our union. Heather Niarhos said she has worked with Activities for over 20 years and Activities is out with the residents as much nursing is. Trustee Piche said give 1 year and needs more than 30 days to train her. Trustee Degenare, Jr. said the other interview they had was good at interviews, did not get sincere answers, Tina was more honest, liked her answers, she relies on working as a team and has been involved in management at Marquette. Discussion held on wages to be offered with a 6 month probation

TOPIC	DISCUSSION	OUTCOME
Public Comment	Kevin Johnson, AFSCME Chief Stewart wants the Board to consider continuing with the room renovations, he is able to turn over a room in 2 weeks to get the resident back into their room, David Vandermissen, Jr said the rooms look very nice	

TOPIC	DISCUSSION	
ADJOURNMENT	The meeting Adjourned at 5:26 pm CST	A motion was made to adjourn the meeting by Trustee Driscoll seconded by Trustee Naser. Motion carried

Donna Schomin

DONNA SCHOMIN, CHAIRPERSON

Darlene Smith, Int. Adm.

DARLENE SMITH INTERIM ADMINISTRATOR