

**PELICAN VALLEY HOSPITAL DISTRICT
MONTHLY BOARD MEETING
MAY 22, 2017**

The regular monthly meeting of the Pelican Valley Health Center Hospital District Board of Directors was held at 6:15 p.m. on Monday evening, May 22, 2017, in the Pelican Valley meeting room. The meeting was called to order by Richard Bratlien. Other board members present were: Les Rotz, David Slotten, Susan Bruggeman, Bradley Knorr, Shannon Erickson, Mary Williams and John Waller. Absent were: Joan Fouquette and Brian Evenson. Others present were: Chad Miller, Lou Hogland, Chandra Eaton, Jessica Chenze, Joycelin Steidl, Barbara Axness, Janet Green and Vickie Thompson.

Richard Bratlien announced that this is Vickie Thompson's last board meeting as she is retiring in June. The board members expressed their thanks for Vickie's years of service and Barbara Axness presented Vickie with a "retirement starter kit" full of goodies from the Board.

CONSENT AGENDA

After changing the Ecumen Report being presented by Robert Fischer, to being presented by Janet Green, the motion was made by Les Rotz, seconded by David Slotten to accept the agenda and the minutes from the previous month's meeting. Motion carried.

REPORTS TO THE BOARD

Chad Miller had no legal report to give and left the meeting at this time.

Janet Green reported that Robert Fischer is our HR Business Partner from Ecumen. He has provided training for staff and regional employees and plans to provide ongoing education. He will be providing HR support to our staff and will be working with Cassie Heaton, the new HR Specialist, to learn how to manage human resources for our site. Ecumen believes that if we take good care of our employees, they will take good care of our residents. We want to put the employee first. The Pelican site has very high employee and customer satisfaction scores. Our goal is to be the employer of choice.

Barbara mentioned a fun quiz that was done during nursing home week that caused a lot of employee interaction. The quiz was about some interesting statistics in the nursing home such as how much is our biweekly payroll, number of meals served, etc. The quiz was included in the board packets for the board members to take. Answers will be provided at the next meeting. Barbara said the original blueprint and some other historical items are being displayed near the new building entrance.

Barbara reviewed the census, revenue and expenses. The campus EBITDA for April was fairly good. Occupancy has improved at the nursing home since the completion of the building project. There have been a lot of calls to Main and Manor requesting information and tours are being given. She is also working on a campus brochure. Quotes are being sought for new signage. The recent employee engagement survey that was done showed Pelican Valley scoring at or above the national average. An action plan was developed in response to the survey to improve areas where we had lower scores. A new wage increase plan has been developed. Policies are being developed for use campus-wide rather than departmentally. Lou Hogland left the meeting during Barbara's report. With funding being provided through a grant, Pelican Valley has hired an Employee Resource Connector. She will work between Sunnyside in Lake Park and Pelican Valley and will be available to all employees. Her job is to assist employees in seeking assistance with life issues.

After reviewing the by-laws, there were no changes to be made.

Vickie Thompson presented accounts in the amount of \$417.68 for approval to be written off as bad debt.

BOARD ACTION

Motion was made by Les Rotz, seconded by David Slotten to approve the financial statements as presented. Motion carried. Motion by Les Rotz, seconded by John Waller to approve the write-off of the accounts presented in the amount of \$417.68. Motion carried.

ADJOURNMENT

Motion was made by Les Rotz, seconded by Brad Knorr to adjourn the meeting. Motion carried. Meeting adjourned at 7:07 p.m.

Vickie Thompson, Recording Secretary

David Slotten, Secretary