

**PELICAN VALLEY HEALTH CENTER
MONTHLY BOARD MEETING
APRIL 27, 2015**

The regular monthly meeting of the Pelican Valley Health Center Hospital District Board of Directors was called to order at 6:15 p.m. on Monday evening, April 27, 2015, by Chairperson Richard Bratlien. Other board members present were: Joan Fouquette, James McBride, Susan Bruggeman, Dave Slotten, Brad Knorr, Shannon Erickson, Les Rotz, John Waller and Brian Evenson. Others present were: C.J. Holl, Christy Peasley, Mel Oelfke, Chandra Eaton, Vickie Thompson, Barbara Garrity, Deb Gravalin and Chad Miller.

CONSENT AGENDA

After adding a Public Comment section prior to Board Action/Concerns and deleting bylaws under Board Action/Concerns, the motion was made by Jim McBride and seconded by Les Rotz to accept the agenda as amended and the March minutes as presented. Motion carried.

REPORTS TO THE BOARD

Chad Miller had no legal report. Chandra Eaton, RN, NH Director of Nursing, gave the Department Manager Report. She reported that staffing has improved. The census has declined but there are some planned admissions. The nursing home has a new medication cart and a new treatment cart. An on call staff member has returned to PVHC working full time. There were seven people on Medicare for the first half of the month. Adding private rooms has been a bonus. All are filled. Case mix and census are both affected by private room availability. Staff present at the last board meeting asked Chandra what they should bring to the board when they have a concern and this was discussed with them. A staff task force has been formed to work on efficiency and time management. The results have been positive. Les Rotz asked about the tub room project. Chandra updated the board on the limitations still in existence due to the current tub room situation. Les Rotz wanted to take action on the project as soon as possible. There is some necessary coordination needed to complete this project within the scope of the larger building project.

Sue Bruggeman reported on behalf of the Finance Committee. She gave estimates on the EBITDA possible from Riverfront Manor with the upper level being converted to Memory Care with a conservative to a 95% occupancy rate. The Finance committee agrees with the recommendation of the Long Range Planning Committee to move forward with adding memory care services to the campus and asking Olaf Anderson to oversee the project. Their estimate to convert part of Riverfront Manor to memory care was \$65,000. Day care start-up costs were also reviewed by the Finance Committee. The start-up costs are estimated at \$6500-\$6700. The day care provider is waiting to be approved for grant funds.

Barbara Garrity reported on the campus financial statements for March. The NH census was low. A couple expense items carried over from February that affected the March financials. There has been an increase in services at Riverfront on Main. Fewer services are provided at Riverfront Manor. Staff hours are being adjusted according to the services we provide. The recommendations from the marketing report are being worked on. The report will be sent out with next month's packet. The May meeting date will need to be changed as the regular meeting date falls on the Memorial Day holiday. The Head Start lease is up for annual renewal. Barbara is working on a VA contract so we can accept VA as a payer source. Chandra commented that we have probably lost 5 people recently due to the lack of VA

contract. Board approval is needed for a boiler repair invoice that was an immediate need. New Pinnacle scores were received today rating customer satisfaction. Our scores were excellent.

BOARD ACTION/CONCERNS

Motion made by Jim McBride, seconded by Les Rotz to approve the financials as presented. Motion carried. Motion by Jim McBride, seconded by Les Rotz to change the May meeting date to May 18th due to the regular meeting date falling on Memorial Day. Motion carried. Motion by Jim McBride, seconded by Les Rotz to approve the boiler repair invoice from ClimateMakers for \$3125.00. Motion carried. Motion by Sue Bruggeman, seconded by John Waller to approve day care start-up costs of \$6500-\$6700. Motion carried. Motion by Les Rotz, seconded by Sue Bruggeman to have the administrator contact Olaf-Anderson for proposals for the memory care remodel of the upper floor of Riverfront Manor as soon as possible. Motion carried. Motion by Les Rotz, seconded by John Waller to allow the administrator, PVHC board chairman and the Construction Committee to review and accept the remodel proposal if it is under \$80,000 and to start the project. Discussion followed. Motion carried with one no vote from Jim McBride. Jim explained that he opposed because he said people in Lida Township have stated they would like to see a separate building or wing rather than take away the second floor from Riverfront Manor for Memory Care. Some would even prefer a unit at Riverfront on Main. Further discussion followed. Rich asked for a volunteer to be added to the Construction Committee. The consensus was that the current committee was sufficient.

ADJOURNMENT

Motion by Les Rotz, seconded by Jim McBride to adjourn the meeting. Motion carried. Meeting adjourned at 7:04 p.m.

Vickie Thompson, Recording Secretary

David Slotten, Secretary