

**PELICAN VALLEY HEALTH CENTER
MONTHLY BOARD MEETING
DECEMBER 22, 2014**

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, December 22, 2014, in the PVHC meeting room. The meeting was called to order by Chairperson Rich Bratlien. Other board members present were: Joan Fouquette, James McBride, Dah Oehler, Dave Slotten, Brad Knorr, Shannon Erickson, Les Rotz and John Waller. Absent was Sue Bruggeman. Others present were: Chandra Eaton, Mel Oelfke, Chad Miller, Vickie Thompson, Jeff Furstenau, Thomas Stiel, Michael Comstock, Kyle Mikkelson, and C.J. Holl.

Rich began the meeting by thanking Dan Oehler, board member from Maplewood Township, for his years of service as a board member. This will be his last meeting as he chose not to run for another term of office.

CONSENT AGENDA

After Rich amended the agenda, deleting project manager and adding boiler repair at PVHC to the board action items, the motion was made by Les Rotz and seconded by Brad Knorr to approve the consent agenda and minutes. Motion carried.

REPORTS TO THE BOARD

The legal report was presented by Chad Miller. He has been reviewing whether we need to bid out project management. Because of the large scope of services provided and to protect the board, it is suggested in order to be sure we are in compliance, the project management should be bid out. We do not have to accept the lowest bidder. A bid notice will be prepared and published.

A presentation was given by Thomas Stiel and Jeff Furstenau, representatives of Olaf Anderson General Contractors. Jeff gave some background on the company. He explained how they like to work: get bids, canvas locals and search further for bids if needed. Billing statements are provided monthly showing where the money has been spent. Everything is open for review. Tom gave some background on himself. He has had experience in healthcare-related building at Essentia Health and Emmanuel Community in Detroit Lakes, MN, and Bethany Homes in Fargo, ND. He stated it is easier to build a new addition, harder to upgrade inhabited areas, but they have experience in that area. Olaf Anderson would coordinate and be in control of all aspects of construction. They would provide full time on-site management. He suggested that the sooner you can bid it out in winter, the better. January, February and March are the best time to get bids. The Olaf Anderson representatives left after their presentation. Discussion followed.

Representatives from Comstock Construction, Michael Comstock and Kyle Mickelson, reviewed the services they perform and how they perform them. Several of the healthcare-related projects they have experience in building are Elim Care and Crossroads Senior Living in Fargo, ND, and St. Mary's in Detroit Lakes, MN. They have worked with our architects, YHR Partners. They have meetings with the subcontractors to keep the project going on schedule. They explained what staff they use and the oversight they provide during the project as well as the proposed project schedule. The Comstock representatives left the meeting following their presentation. Discussion followed.

Barbara Garrity reported on the financials, census and cash and investments. The nursing home census is improving. There have been extra staffing expenses due to the Point Click Care transition. Many

regular expenses have gone up such as Workers' Compensation and health insurance. We have a couple of CNAs coming on board. We have some leaving but we do have replacements. Riverfront on Main occupancy has improved. We have been giving tours there and answering inquiries. The nursing budget has been high for the assisted living facilities due to consultant fees while working on replacing the RN Manager. The PVHC website is being updated. Riverfront Manor has been working on community outreach. Bids were included in the board packet for a walk-in cooler/freezer for Riverfront on Main, modernization of the elevator at Riverfront on Main and the Riverfront Manor serving kitchen remodel. The Pinnacle Survey included shows customer satisfaction ratings for Pelican Valley Health Center. Good reports were received. The fire marshal has accepted our plan of correction for the survey deficiency we received. On January 16th, Bud Nornes will visit the nursing home. This is an opportunity for comments and questions. The boiler control panel needs repair. The cost is \$3125.00. Maplewood Township needs a representative as Dan Oehler did not run for office again and the person who won the position by write in vote did not want to fill the position. We will put an ad in the Pelican Press and follow the procedure for filling the vacancy. Barbara presented the bed closure recommendation and procedure and detailed the revenue we could receive. Shannon Erickson reported on the Long Range Planning Committee meeting. Barbara reviewed the recommendations of the management team regarding the building project that were requested by the Long Range Planning Committee. The bed closure was one of them. One idea for items to upgrade while waiting for the building project to get underway was a new tub room. It was suggested to get some solid numbers on what it would cost.

BOARD ACTION AND CONCERNS

Motion made by Brad Knorr and seconded by John Waller to accept the financials as presented. Motion carried. Motion by Les Rotz, seconded by Dan Oehler to approve the bid of \$21,566 from Tweeton Refrigeration plus the cost of the electrical work for the cooler/freezer project at Riverfront on Main. Motion carried. Motion by Les Rotz, seconded by Joan Fouquette to approve the bid of \$13,273 from Custom Counters for the kitchen remodel at Riverfront Manor. Motion carried. Motion by Les Rotz, seconded by John Waller to close four beds. Motion carried. Motion by Dan Oehler, seconded by Les Rotz to approve \$3125 for boiler repair. Motion carried. Election of officers will take place at the January meeting. A nominating committee will be appointed by Rich Bratlien.

Motion by Dave Sloten, seconded by Shannon Erickson to adjourn the meeting. Motion carried.
Meeting adjourned at 7:49 p.m.

Vickie Thompson, Recording Secretary

Joan Fouquette, Secretary