

**PELICAN VALLEY HEALTH CENTER
MONTHLY BOARD MEETING
DECEMBER 19, 2016**

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 19, 2016, in the PVHC meeting room. The meeting was called to order by Chairperson Rich Bratlien. Other board members present were: Les Rotz, Jim McBride, Dave Slotten, John Waller and Shannon Erickson. Absent were: Brad Knorr, Brian Evenson and Joan Fouquette. Others present: Janet Green, Barbara Axness, Vickie Thompson and Mike Walls.

CONSENT AGENDA

After adding Accept Board Member Resignation as letter b to Board Action items, motion was made by Les Rotz, seconded by Jim McBride to accept the consent agenda including the minutes of the November 28th meeting. Motion carried.

REPORTS TO THE BOARD

Chad Walls reported that there were no updates from legal counsel. Les Rotz reported on the construction. A lighting rebate for \$5400 was received from Otter Tail Power. Work is still in progress on flooring and painting in the back hallway by the kitchen. A cleaning crew is working on both wings. The front doors are finished and operational. The mezzanine floor is finished. Most of the carpeting is installed. Barbara, Mark and Les did a walk-thru before today's construction meeting and found a few issues. The architects from YHR did the architect's inspection and marked any scratches, dents and dings to be repaired. Heat issues in the kitchen and hallway are to be taken care of this week. Les offered a tour of the new addition after the meeting for anyone interested. Most inspections are to be completed this week. Barbara Axness reviewed the Pinnacle survey satisfaction results and quality measures and also results among Ecumen communities that she sent out in the board packets. She also put information in the board packets regarding a seminar regarding the role of Boards in Quality Oversight and Board Basics Boot Camp that will be presented at Leading Age in February. The state survey team was here last week Monday – Thursday. Barbara reviewed the preliminary findings of the survey. We will hear what the final results are within 1 – 2 weeks. We received two deficiencies from the fire marshal. Barbara reviewed the November financial statements. There was improved occupancy for the NH. Some extra expenses were from a nurse and CNAs in orientation, OT from snow days and supplies ordered for housekeeping in the new building. Manor has had lots of movement, both in and out. Manor had carpet replaced. We are starting to use carpet tiles instead of roll carpeting. Main had a good month with revenue close to budget. Thanks to the Executive Committee members who met with the assisted living tenants regarding rate increases. They were very well received. Interviewing for the housing director position starts tomorrow. Rich asked for City of Pelican board member candidates. An ad has been placed. Jim McBride submitted his resignation as board member from Lida Township effective December 31, 2016. Rich expressed his thanks to Jim for his years of service on the Board.

BOARD ACTION

Motion by Les Rotz, seconded by Jim McBride to accept the November financial statements as presented. Motion carried. Motion by Les Rotz, seconded by Dave Slotten to accept the resignation of Jim McBride. Motion carried.

Rich appointed a Search Committee for replacement board members including Les Rotz, John Waller and Dave Slotten with Dave as the chairperson. He also appointed a nominating committee for officers for next year's Board of Brian Evenson, John Waller and Brad Knorr with Brad as the chairperson.

ADJOURNMENT

Motion by Les Rotz, seconded by John Waller to adjourn the meeting. Motion carried. Meeting adjourned at 7:15 p.m.

Vickie Thompson, Recording Secretary

David Slotten, Secretary