

**PELICAN VALLEY HEALTH CENTER  
MONTHLY BOARD MEETING  
FEBRUARY 23, 2015**

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, February 23, 2015, in the PVHC Meeting Room. The meeting was called to order by Chairperson Richard Bratlien. Present were: Joan Fouquette, James McBride, Susan Bruggeman, Dave Slotten, Brad Knorr, Les Rotz and John Waller. Absent was Shannon Erickson. Others present were Barbara Garrity, Vickie Thompson, Tom Stiehl, Carol Kvidt, several staff members and Ross Herseth.

**CONSENT AGENDA**

Rich Bratlien made an addition to Board Action on the agenda, Approve Wireless Controller. Motion made by Brad Knorr, seconded by Les Rotz to approve the consent agenda with this addition and the minutes of the January 26, 2015, board meeting. Motion carried.

**REPORTS TO THE BOARD**

There was no legal report. A vacancy for a board member remains for Maplewood Township. Rich will talk to Chad Miller about the replacement procedure if no one from Maplewood comes forward. Tom Stiehl from Olaf Anderson Construction presented information to the group clarifying what YHR and Olaf Anderson Construction duties are in the project. Once completed, YHR submits the project drawings to the State for approval. Olaf Anderson then puts the project out for bids. During the bid process, the architects offer clarifications. After the bid close date, Olaf Anderson collects the bids and reviews them. The architect and Olaf Anderson do not duplicate processes. YHR is responsible for the design. Olaf Anderson is responsible for the construction. The architects, owner, staff and contractors all work together to make sure the project is completed successfully. Following his presentation and discussion, Tom left the meeting. Barbara Garrity and Sue Bruggeman reported that the Finance Committee met regarding attracting and retaining staff. They discussed increasing the shift differential by \$1.00 for the pm and night shifts. The Finance Committee recommends the increase. We would rather not use pool staff which is quite costly. Barbara sent out a brochure of assisted living rates in the area for comparison. The wireless controller failed and needed to be replaced immediately so a new one had to be ordered. Retro approval from the Board was requested for this purchase. Barbara reviewed the occupancy at all facilities. She also reviewed the financials and cash and investments. We would like to expand call light capabilities to the stairway, elevator and hallways. Bids were included in the board packet. Carol Kvidt told the group about Carolyn Fisher, an assisted living marketing consultant. She works on building census by making connections in the community in order to fill vacancies. She provides education to providers and increases awareness of the assisted living facilities and what is offered. She has had great success at the facilities where she has provided this service.

**BOARD ACTION/CONCERNS**

Discussion was held regarding financing for the building project and rate increases possible for Pelican Valley. Motion by Les Rotz, seconded by Jim McBride, to approve the financials as presented. Motion carried. Motion by Jim McBride, seconded by Les Rotz, to approve YHR to proceed with preparing the construction documents. Motion carried. Motion by Jim McBride, seconded by John Waller to approve increasing the shift differential by \$1.00 for the pm and night shifts. Motion carried. Motion by Les Rotz, seconded by Dave Slotten to approve the purchase of additional call light system monitors at a cost of \$2,712.50. Motion carried. Motion by Jim McBride, seconded by John Waller to approve a marketing consultant for the assisted living at an approximate cost of \$5000.00. Motion carried.

Motion made by Jim McBride, seconded by Dave Slotten to retroactively approve the wireless controller purchase in the amount of \$2170.00. Motion carried. The Long Range Planning Committee will meet on Tuesday, March 3rd at 6 p.m.

**ADJOURNMENT**

Motion to adjourn made by Les Rotz, seconded by Joan Fouquette. Motion carried. Meeting adjourned at 7:29 p.m.

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Vickie Thompson, Recording Secretary

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Dave Slotten, Secretary