

**PELICAN VALLEY HEALTH CENTER  
MONTHLY BOARD MEETING  
MARCH 28, 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 March 28, 2016 in the PVHC Meeting Room. The meeting was called to order by Chairperson Rich Bratlien. Other board members present were: Jim McBride, Susan Bruggeman, Dave Slotten, Brad Knorr, Shannon Erickson, Lest Rotz and John Waller. Board members absent were: Joan Fouquette and Brian Evenson. Also present were Chad Miller, Barbara Axness, Janet Green, Jessie Chenze and Melodie Hall.

**CONSENT AGENDA**

Motion to approve consent agenda (including the addition of d. Change Order to Board Action) and minutes of the previous board meeting was made by Jim McBride and seconded by Les Rotz; motion carried.

**REPORTS TO THE BOARD**

Chad Miller reported that the extraordinary expense item reflected on Riverfront on Main's February financial statement was a payroll adjustment related to an Ecumen audit concerning hourly and salaried positions.

Jessie Chenze (RN, BSN) and Melodie Hall (Housing Director) discussed some of the changes and challenges impacting housing at Main and Manor including a change in licensure requirements, assisted living regulations, increased training needed and staffing challenges.

Les Rotz gave an update on the construction project which is now 25% complete. The generator is now in place, trusses are up and they have picked out brick and shingle colors. Les discussed a \$71,929 change order which includes \$21,638 for a chimney liner, a \$24,662 addition to siding costs due to building code requirements and \$37,404 additional roofing expense to correct a water flow issue. Minimal significant change orders are anticipated going forward. A construction committee meeting will be held prior to next Board Meeting.

Sue Bruggeman provided a Finance Committee Report which covered the scholarship program for nursing home employees. In the 2016 fiscal year, PVHC has budgeted \$5,000 for employee scholarships which is 100% reimbursable via increased rates the following year. Sue also discussed the Finance Committee's recommendation to increase shift differentials at Manor and Main due to staffing challenges and current difficulty filling open positions.

Janet Green provided an update on changes at Ecumen including her replacement of Carol Kvidt.

Barbara Axness provided a summary of the February financials and current census at the nursing home, Main and Manor. Barbara also discussed recent customer surveys and ongoing staffing challenges which are impacting the entire healthcare industry. Discussions continue with Sanford regarding the lease renewal. Building & Grounds Committee is currently compiling information on parking space usage and will be reporting to the Board at a future meeting. Barbara also addressed the Flexible

Benefit Plan offered to employees which must be renewed on an annual basis. Given the need for CNAs in the health care industry, discussions with the Pelican Rapids High School continue with the goal of working with the high school to offer CNA training /classes to high school students.

Board discussed potential changes to the By-laws which included correcting a typo in Article III Section 5 and revising Article III Section 6 to further clarify process to fill open Board positions. Proposed changes will be addressed at April Board meeting.

**BOARD ACTION/CONCERN**

Motion made by Les Rotz and seconded by Jim McBride to accept the financial statements as presented; motion carried. Motion made by Shannon Erickson and seconded by Les Rotz to approved Financial Committee's recommendation to increase shift differential by .50 at Main & Manor which would represent an increase of approximately \$4,000/year at each building; motion carried. Motion made by Jim McBride and seconded by Les Rotz to adopt the Select Account Flexible Benefit Plan offered to employees; motion carried. Motion made by Jim McBride and seconded by Brad Knorr to approve \$71,929 construction project change order; motion carried.

**Adjournment**

Motion made by Sue Bruggeman and seconded by Les Rotz to adjourn meeting; motion carried.

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Dave Sloten, Secretary