

**PELICAN VALLEY HEALTH CENTER
MONTHLY BOARD MEETING
MAY 23, 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, May 23, 2016, in the PVHC meeting room. The meeting was called to order by Chairperson Richard Bratlien. Other board members present were: Joan Fouquette, James McBride, Susan Bruggeman, Les Rotz, Brad Knorr, Dave Sloten, Shannon Erickson, John Waller and Brian Evenson. Others present included: Shelley Kendrick, Janet Green, Barbara Axness, Vickie Thompson and a large group of Pelican Valley staff members.

CONSENT AGENDA

Rich asked to amend the agenda to move Ecumen report by Shelley Kendrick to before legal report, omit Sanford lease renewal from board action and add approve mechanical change for water heater. Motion to approve the agenda as amended and approve the minutes of the last meeting was made by Jim McBride, seconded by Brad Knorr and carried.

REPORTS TO THE BOARD

Shelley Kendrick, Ecumen COO, addressed the group. She talked about how the organization's structure has been changed and that now Janet Green is again our regional director. The Ecumen Leadership Conference was held last week. Riverfront Manor won a 1st place award for customer satisfaction based on the Pinnacle Report. It is the first time a community has had a perfect 5 out of 5 score. The theme of the conference was customer service with a presentation given by Ritz Carlton. They talked about how to create a culture and a brand. Shelley would like ideas from the Board on the financial statement layout and how to make the materials easier to read. Les Rotz mentioned he would like a more detailed explanation of the financial statements periodically. Training on how to read them, especially for new board members, would be helpful. Shelley said someone from the finance team could come out and do some training. Shelley announced that one Ecumen nursing home and four assisted living sites are being sold. Ecumen was approached to sell these sites. The nursing home needed lots of work and it was a good opportunity to sell it. A survey for the Board to evaluate Ecumen's service to our site will be coming. Shelley left the meeting following her report. There was no legal report.

Olga Diaz spoke on behalf of the CNAs. Olga relayed how the CNAs develop relationships with the residents and how they become like family to them. The CNAs are responsible for the residents' care and try to meet the needs of the residents the best they can. She said that many times they cannot give them the extra attention they would like to because of a lack of time. Olga shared some special moments that make being a CNA so rewarding. She also talked about the hard work the CNAs do and the wages the CNAs receive in comparison to area facilities and work places. She asked that the Board consider increasing wages for the nursing staff. The Board expressed their appreciation to the staff for their caring and hard work and assured them that the wages are being addressed. Janet Green noted that the caring of the PVHC staff has been highly recognized in the customer satisfaction surveys. The group of CNAs left following Olga's presentation.

Les Rotz gave the Construction Committee report. Shingling is done and the Tyvek wrap is on. Most of the outside insulation is in place and windows are going in. Lots of work is going on in the mezzanine. Every step that is done has to be inspected. Plumbing and electrical work are currently going on. The chimney liner is being installed on Wednesday. The old generator was moved to Rollag. On May 31st, the new boiler will be going in. The kitchen will be shut down on June 6th. A change order is needed for

the water heater because \$30,000 was not a good estimate. \$108,000 is the new actual cost. Separate financing will have to be sought. Phase 2 was discussed. The Construction Committee and Bremer are both receptive to continuing with Phase 2 at this time. Funding was discussed. Barbara mentioned that we will be getting \$65,000 as back pay from the ECPN program and the program is returning.

A Long Range Planning meeting was held recently. Strategic planning and goals were discussed. The Committee would like to re-evaluate the mission and vision statements. The meaning of our mission statement was discussed and changes suggested. Goals were broken out by the nursing home and assisted livings. These were reviewed. Most of the goals involve capital purchases. The value piece will be worked on. A culture pledge for the employees is also being developed.

Barbara Axness shared that at the Ecumen Leadership conference, Pelican Valley also received an award for 1st place in employee satisfaction. Janet and Barbara explained the CMS 5-star rating for nursing homes and how it affects the payment rates we receive. Barbara reviewed the financial statements and the census of the three facilities. The cash and investments were reviewed. A Hoyer lift is needed and an estimate was included in the board packet. The estimate for wardrobes and dressers for the building addition was also included in the packet. Kitchen equipment that will remain and will be purchased was discussed. The estimate for completing the last apartment at Main was discussed. Barbara reviewed a spreadsheet developed by Clifton Larsen Allen showing our potential rate increase for January 1, 2017. Cost reports are going to be scrutinized to best capture revenue in our rates. We have been negotiating with Sanford on their new lease. Parking needs to be discussed and language developed in the lease to allow more parking for Pelican Valley. We have hired a new housing director, Keli Cox, who will start approximately June 13th. We would like this position to return to being a Pelican Valley position, rather than an Ecumen position.

During the public comment section, Mark Neu, Environmental Services Director, added that other departments, not only nursing, need wage increases so that we do not lose those employees to area facilities and workplaces offering higher wages.

BOARD ACTION

Motion by Les Rotz, seconded by Jim McBride to approve the financial statements as presented. Motion carried. Motion by Jim McBride, seconded by Les Rotz to approve the purchase of a Hoyer lift. Motion carried. Motion made by Les Rotz, seconded by Jim McBride to complete the last apartment at Riverfront on Main for a cost of approximately \$16,950. Motion carried. Motion by Sue Bruggeman, seconded by Les Rotz to approve the 2016 Strategic Plan. Motion carried. Motion by Sue Bruggeman, seconded by Brian Evenson to approve the hiring of the Housing Director as a PVHC position, rather than an Ecumen position. Motion carried. Motion made by Sue Bruggeman, seconded by Shannon Erickson to approve the water heater mechanical change for \$108,000. Motion carried.

The Finance Committee will meet on Tuesday, May 24th, at 5:30 p.m. and the Long Range Planning Committee will meet sometime in June.

ADJOURNMENT

Motion by Les Rotz, seconded by Brian Evenson to adjourn the meeting. Motion carried. Meeting adjourned at 8:04 p.m.

Vickie Thompson, Recording Secretary

David Slotten, Secretary