

**PELICAN VALLEY HOSPITAL DISTRICT
MONTHLY BOARD MEETING
SEPTEMBER 24, 2018**

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, September 24, 2018, in the Pelican Valley meeting room. The meeting was called to order by Richard Bratlien. Other board members present were: Les Rotz, David Slotten, Bradley Knorr, John Waller, Brian Evenson, Brad Knorr, Mark Sjostrom, Susan Bruggeman, Shannon Erickson, Mary Williams. Staff present were: Barbara Axness, Ali Erickson, Curt Cardwell, Mark Neu, and Renee Evenson. Others present were: Angie Urman, COO Knute Nelson and Marnie Gugisberg, CFO Knute Nelson.

CONSENT AGENDA

A motion was made by Les, seconded by Brad to approve the agenda and approve minutes of previous meeting. Motion carried.

REPORTS TO THE BOARD

Chad researched the issue of how to give information to clergy without violating HIPAA. HIPAA training and a written waiver upon admission are requirements.

Les reported from the Buildings and Grounds inspection review. He went through the summaries of the inspections of Manor and Main. Several concerns were found. Shannon asked which of these fixes would be priorities. Buildings and Grounds will meet to come up with a sequence for getting these done.

Sue reviewed the 2019 budgets, EBITDA for campus is approximately \$574,000 and the bottom line is approximately \$30,000. Some tenants have had concerns with the rent increases and service package changes. Sue stated that these rates make us competitive and the rate increases are needed for sustainability. Two specific cases were looked at and the Board decided to keep the initial rate increases. The Nursing Home ECPN rate increase per Resident day is \$17.92.

Ali Erickson reported the August financial statements.

Barbara showed the Board a report of the open positions and the traffic we are receiving with these positions. Our survey window opens next week. Barbara drafted a policy and procedure for pastoral care. She presented scholarship requests in the amounts of \$2,700, \$5,545, and \$4,100. Angie said Knute Nelson limits scholarships to \$4,000 a person per semester. Barbara recommended these as a good retention tool. Sue recommended we should cap at \$4,000 per person per semester.

Angie and Marnie said the transition to Knute Nelson management is going really well. Janet Green will be the interim Administrator for 30 days starting October 1st. She will be here 3 days a week. They do have an applicant that they are recommending as Administrator. Rich added the Board is supportive of this individual.

BOARD ACTION AND CONCERNS

Motion was made by Les, seconded by Mary to approve the financial statements as presented. Motion carried. A motion was made by Sue, seconded by Les to approve scholarships in the amount of \$10,700. Motion carried. Steamatic duct work is tabled. A motion was made by Dave, seconded by Les to approve

the ECPN amount of \$17.92/day. Motion carried. A motion was made by Les, seconded by Brad to approve the 2018-2019 fiscal year budgets as presented. Motion carried.

ADJOURNMENT

Motion was made by Mark, seconded by John to adjourn the meeting. Motion carried. Meeting adjourned at 7:36pm.

Ali Erickson, Recording Secretary

David Slotten, Secretary