

Lincoln County-Pine Crest Nursing Home
Minutes of Monday July 18, 2016 Board of Trustees Meeting
Pine Crest Nursing Home Conference Room

Members present: Ron Krueger, Bob Weaver, Kathy Wulf, Paul Gilk, and Bill Zeitz

Not Present:

Visitors: Lisa Gervais, Administrator, Mindy Meehan, Director of Nursing, Nancy Meier, Dale Christianson, Robert Lee, County Board Chair

Call to Order - The Pine Crest Nursing Home Board of Trustees Meeting was called to order at 8:01 a.m. by Chair Kathy Wulf.

Approval of Minutes-Motion by Ron Krueger, seconded by Bob Weaver to approve the minutes of the June 20, 2016 meeting. Bill Zeitz requested after the section that states, “Bill Zeitz discussed the charge nurse positions on the weekends. Mindy Meehan and Lisa Gervais explained the on call nursing supervisor as well as the responsibility of the nurses vs charge nurses” the minutes be amended to show Bob Weaver called the question. Bob Weaver made a motion that the minutes be approved with the amended section. Zeitz seconded. Motion carried. All Ayes.

****Fair Board Agenda****-Dale Christianson from the Lincoln County Fair Board requested from the board, permission to use the area on the east side of the warming house for overflow parking for the fair. He stressed that this would only be utilized for overflow. Dale also stated that a snow fence would be placed, the area would be cleaned and if a large amount of rain occurred, it would not be used. Motion made by Bob Weaver, seconded by Ron Krueger to allow the Lincoln County Fair Board to utilize the area on the east side of the warming house on the corner of sixth and Memorial. Motion carried. All Ayes.

Census Report-The census report for June was reviewed. Bill Zeitz inquired about separating the Hospice data from the Palliative data. Ms. Gervais explained that numbers of both hospice and palliative can be reported off but as far as resident days for census, the palliative is included in the hospice and it cannot be separated out. Motion by Bob Weaver, seconded by Paul Gilk to approve the June census report. Motion carried. All Ayes.

Review of Vouchers-June vouchers were reviewed. Bill Zeitz pointed out to the committee members the amount utilized for annLeo. Ms. Gervais and Ms. Meehan discussed why agency staff are being utilized. Ms. Gervais reminded the committee that there is a shortage of CNA's and it's not only about simply paying more but actually getting people to want to be CNA's. Ms. Meehan discussed the nursing shortage that is to come as well. It was discussed that not only pay but culture is so important with retaining as well.

Financial Report-The June cash report was reviewed. Bill Zeitz inquired about how items in the existing building would be repaired with and without the potential building project. Discussion was held. Motion by Ron Krueger, seconded by Bill Zeitz to approve the June financial report. Motion carried. All Ayes.

Update on Proposed Building Project –

- 1) **Progress of Design Process**-Ms. Gervais gave a verbal update on the design phase. She explained that we are getting closer to a final design phase.
- 2) **Timeline of Progress**- Ms. Gervais gave a verbal update on the current timeline of the potential project and bonding. She explained that by the time the hard bids come in, we would not meet the

timeline for the August County Board meeting but rather closer to the second week in September. Discussion was held on possibly requesting a special meeting.

Pine Crest Update-

- a)** Quality/Risk Manager Position-Ms. Gervais gave an update on the hiring of a Kate Florek as the new Quality/Risk Manager and the importance of this role with the changes in health care that are coming. Bill Zeitz offered discussion on the charge nurse position and how that is currently being handled. Ms. Gervais explained the charge positions and the nursing on call supervisor. Mr. Zeitz brought up the responsibility of the Board of Trustees as far as hiring and wages of new hires. Discussion took place. Mr. Zeitz made a motion, seconded by Paul Gilk to place on the agenda and discuss the responsibility of the Board of Trustee as far as the statute and county ordinance at the next Board of Trustee meeting. Motion failed. 2 Ayes, 3-No's.

Next Meeting – The next meeting is scheduled for Monday August 22, 2016 at 8 a.m. at Pine Crest Nursing Home, Conference Room

Adjournment - Motion by Paul Gilk, seconded by Kathy Wulf to adjourn. Motion carried. All Ayes. Meeting adjourned at 8:43 am.

Minutes prepared by Lisa Gervais.