

Lincoln County-Pine Crest Nursing Home
Minutes of Monday October 17, 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

Call to Order - The Pine Crest Nursing Home Board of Trustees Meeting was called to order at 7:58 a.m. by Chair Kathy Wulf.

Approval of Minutes-Motion by Bob Weaver, seconded by Bill Zeitz to approve the minutes of the September 19, 2016 and the September 28, 2016 meetings. Motion carried. All Ayes.

Census Report-The census report for September, 2016 was reviewed. Motion by Ron Krueger, seconded by Bill Zeitz to approve the September census report. Motion carried. All Ayes.

Review of Vouchers-August and September vouchers were reviewed.

Financial Report-The September cash report was reviewed. Discussion was held. Motion by Paul Gilk, seconded by Ron Krueger to approve the September financial report. Motion carried. All Ayes.

Fair Labor Standard Act (FLSA)*-Ms. Gervais gave a verbal update on the upcoming changes to the Fair Labor Standard Act that are expected to go into effect on December 1, 2016. Ms. Gervais explained that this currently affects one staff member. Motion by Bill Zeitz, seconded by Bob Weaver to adjust wages of Environmental Service Director to comply with changes in Fair Labor Standard Act. Motion carried. All Ayes.

Board of Trustee Member Terms-Ms. Gervais gave a verbal report on the two positions that will have terms that will be ending. She stated that Paul Gilk and Bill Zeitz both have terms ending on 12/31/16. Motion was made by Bob Weaver, seconded by Kathy Wulf to recommend to the Lincoln County Board of Supervisors to re-elect Paul Gilk to the Pine Crest Board of Trustees. Paul Gilk abstained from discussion and the vote. Discussion followed. Motion carried. 3-Ayes and 1-No. Motion was made by Bob Weaver, seconded by Paul Gilk to recommend to the Lincoln County Board of Supervisors to elect Patricia Voermans to the Pine Crest Board of Trustees. Discussion followed. Bill Zeitz requested a roll call vote. Wulf-Aye, Krueger-Aye, Weaver-Aye, Gilk-Aye, Zeitz-No. Motion carried.

Update on Building Project-Ms. Gervais gave a verbal update on the progress of the building project. The overhang of the therapy entrance has been removed and the plans are to break ground near the existing 900 wing entrance very soon.

Pine Crest Update –

- a) Projected Scheduling for CNA's-Ms. Gervais and Ms. Meehan gave updates on the procedures for scheduling the CNA's. It was reported that requiring mandatory stays is no longer a procedure at Pine Crest.

Review of Administrator's Time Sheets-A review of the Administrators time sheets was done.

Next Meeting-Monday, November 21, 2016 at 8am at Pine Crest Nursing Home, Conference Room.

Adjournment - Motion by Bob Weaver, seconded by Ron Krueger to adjourn. Motion carried. All Ayes.
Meeting adjourned at 9:03 am.

Minutes prepared by Lisa Gervais.