

ALGOMA MEDICAL CENTER AND ALTCU  
MEETING

November 25, 2013

Medical Center-Administrator's Office

The Medical Board of Directors was called to order by Vice-President Joan Groessl on November 25, 2013 @ 4:30 pm at the Algoma Medical Center and ALTCU Administrator's Office

It is noted this meeting is in compliance with the open meeting law.

Members present: Wayne Schmidt, Dawn Wagner, Joan Groessl, Dorothy Weedman, Judy Wiese, John Pabich, Linda Wehausen

Other present: Jeanne Brandt, Marlene Faltersack, Carol Nell, Mary Murphy, Bridget Ray

Welcome to John Pabich, new board member.

Moved by Schmidt, second by Wiese to approve agenda. Motion carried.

Motion by Groessl, second by Pabich to approve October minutes with the change of TriCare to all capital letters; as well as approval to November 18 Special Meeting Minutes. Motion carried.

**Public Participation:** None

Financial report for the month of October:

- ☐ Occupancy rate 90.2%
- ☐ Total Patient revenues \$330,324
- ☐ Total Operating Revenues \$355,676
- ☐ Net profit/loss (12,790)
- ☐ Monthly cash flow and check listing reviewed

Motion by Groessler, second by Wehausen to approve bills as submitted. Roll call 7 Yes 0 No

**Old Business:**

- a. Exterior and interior doors as well as windows installed. Automatic door openers hooked up. As well as exterior light fixtures, exterior paneling, electrical wiring conduit, painting, keys for front doors, ceiling and grouting. Numerous compliments from residents and families on improved appearance.
- b. Activity Room fridge/stove cabinets installed. Students will come the first week in December to assist Kevin with installation of upper cabinets on stove side of room. Sink side cabinets should be completed by Christmas.
- c. Restorative program has 35 residents Twenty- two are on two programs. Fourteen currently qualify for a higher Medicaid RUG rate. No Medicare residents currently qualify for a higher RUG rate.
- d. Jeanne reviewed her research information on regarding financial software to replace the Fundware financial software. Currently looking at two recommended programs, “Business Works and Answers on Demand.” Discussion ensued. Jeanne will continue gathering data and report her findings at the next board meeting
- e. Groessler gave a summary of the Appreciative Inquiry Strategic Planning process. She continues to develop the planning group.
- f. Revised Operating Budget reviewed with the incorporation of the new room rates. Discussion ensued to include pay raise rate into budget. Motion by Groessler to adopt the 2014 Operating Budget with the addition of a 1.5% maximum raise for employees based on merit and adopting the new room rates, second by Schmidt . Roll call 7 Yes 0 No

**New Business:**

- a. Administrative Report
  - i. Bridget Ray new QA Coordinator introduced to the

Board.

- ii. Marlene reported openings on all shift. Continues to explore advertising options. Difficulty filling positions.
- iii. Facility infectious outbreak under control. A big Thank You to everyone for their hard work.
- iv. A special Staff Appreciation Luncheon will be held December 3 as a thank you to all employees for their hard work and excellent team work during the outbreak.
- v. New directive from Centers for Medicaid and Medicare and the Division of Quality Assurance. Facilities may no longer have policies for residents who have designated they want CPR to only do CPR if it is a “witnessed” arrest. Facility policy/procedure updated and inserted into manuals.
- vi. United Health Care contract-no residents under UHC in October. Three to date in November. Approx. 40 days so far in November.
- vii.No new information for marketing
- viii.Mandatory staff In-service held on October 29. Topic resident abuse; abuse reporting; and the new HIPPA requirements
- ix. Resident Christmas party to be held Saturday December 7

b. Reminder that the next board meeting to be held December 23

Motion by Groessl, second by Wehausen to go into Closed Session per WI Statutes 19.859(1)(c) to consider employment, compensation and benefits of public employee over which the governing body has jurisdiction and exercises control and pursuant to sec. 19.851(e), Stats. Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Roll call 7 Yes 0 No Adjourned to closed session at 5:37 PM

Motion by Schmidt, second Groessl to reconvene to open session per WIS. STATS. 19.85(2) Roll call 7 Yes 0 No.  
Reconvene to open session at 5:51 PM

Further action from closed session: None

Motion by Schmidt, second Wehausen to adjourn. Motion carried.

Meeting adjourned at 5:52 PM