

ALGOMA MEDICAL CENTER AND ALTCU

MONTHLY BOARD MEETING MINUTES

April 27, 2015  
ALTCU Family Room

The Algoma Medical Center Board of Directors was called to order by Joan Groessl on April 27, 2015 at 4:30 PM at the Algoma Long Term Care Unit Family Room. It is noted that this meeting is in compliance with the Open Meeting Law.

**Members present:** Dawn Wagner, Jan Dart, Marge Rodrian, John Pabich, Sue Hepp and Wayne Schmidt

**Others Present:** Jeanne Brandt, Carol Nell, Mary Murphy, Amber Vogeltanz, Kathy Herlache, Marlene Faltersack, Kevin Clark, Lynn Vlies, Lindsie Treml, Rachel Harmann, Mary Rehlinger, Lila Ellrbrock, Natalie Holliday, Melissa Yedica, Lynne Swey (Ministry Health) and Jeff Wiswell.

**Nomination and Election of Board Members:**

Groessl nominated for President by Schmidt, second by Dart. Motion made by Schmidt, second by Pabich that nominations be closed and a unanimous ballot cast. All yes. Motion carried.

Wagner nominated for Vice President by Schmidt, second by Pabich. Motion made by Schmidt, second by Dart that nominations be closed and a unanimous ballot cast. All yes. Motion carried.

Pabich nominated for Secretary by Schmidt, second by Hepp. Motion made by Schmidt, second by Dart that nominations be closed and a unanimous ballot be cast. All yes. Motion carried.

**Approval of the Agenda:** Motion made to approve the agenda by Dart, second by Schmidt. Motion carried.

**Approval of March Minutes:** Motion by Rodrian, second by Pabich to approve the March 23, 2015 and April 6, 2015 minutes. Motion carried.

**Public Participation:** Rachael Harmann, Activities Director, spoke about media contacts that have been made regarding National Nursing Home Week, May 10-13, 2015. She requested the Mayor make a formal resolution recognizing this event.

**Financial Report:**

- Occupancy rate 90.2%
- Total patient revenues \$366,236
- Total operating revenues \$378,517

- Net profit/loss (\$9,037)
- Capital Outlays \$4,891

**Approval of Bills:** Motion by Schmidt, second by Wagner to approve bills as submitted. Roll Call Vote: 6-Yes, 0-No. Motion carried.

**Old Business:**

Construction Management Contract – Two bids were opened and discussed. Motion by Pabich, second by Wagner, to accept the bid from Consolidated Construction Company for construction management, based on best value and conditional upon final validation and legal review.

Lease with Ministry Health – Agreed to language of the lease contract presented to them. Awaiting final actual total cost to determine their liability. There was also a question regarding additional signage at a later date.

Nursing Staff Coverage - Nights and weekends are still problematic. CNA staff is particularly difficult to hire and retain. Work hours and compensations offered in other industries make the choice to stay more difficult. Current CNAs and NWTC students having their clinical experience at AMC-LTC will be interviewed about their impression of what we are doing right and what we need to improve to be attractive to them as a current or prospective employer. Staff exit interviews were also requested to be done.

Weekend incentive program update –This program will be evaluated during the May board meeting. Incentive clarification was provided regarding a salaried employee taking coverage as an hourly nurse.

**New Business:**

New hire search for an Activities Director has been suspended. The current Activity Director continues in her position.

Administrative Report - Nursing Home Administrator Report presented and approved. Of note in the report was the 100 Days of Safety, the effect of the United Healthcare contract and a grant award for a mechanical resident lift.

Meeting Time - The fourth Wednesday of the month at 4:30 PM was selected as the new meeting day for this board. This will be effective for the May meeting on May 27, 2015.

**Closed Session:**

Moved by Rodrian, second by Pabich, 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 reason require a closed session.  
Motion passed, Close session started at 5:33PM.

Motion made by Wayne second by Jan to reconvene to open session at 7pm roll call vote all in favor. Closed session ended at 7:00PM.

**Action from Closed Session:**

Motion made by Wagner, second by Dart, to suspend daily visits by Micha, the dog, to the facility until a written policy is put in place. Motion carried.

Motion made by Dawn second by Sue to adjourn. Motion carried. Meeting adjourned at 7:03pm.

The next regular meeting is scheduled for **Wednesday**, May 27, 2015 at 4:30 PM at the ALTCU Family Room.