

ALGOMA MEDICAL CENTER AND ALTCU
MONTHLY BOARD MEETING MINUTES

December 15, 2015

ALTCU Family Room

The Algoma Medical Center Board of Directors was called to order by Joan Groessler, on December 15, 2015 at 4:32 PM at the Algoma Long Term Care Unit Family Room. This meeting is in compliance with the Open Meeting Law.

Members present: Jan Dart, John Pabich, Sue Hepp, Joan Groessler, and Marge Rodrian present. Wayne Schmidt attended telephonically. Dawn Wagner was excused.

Others Present: Steve Seidl, Mary Murphy, Rachel Harmann, Kevin Clark, Carol Nell.

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

New Business:

Nursing Administration Proposal

- A proposed three-month trial of new organization is recommended in order to meet state required performance improvement program.
- Nursing administrative staff will be configured as follows - Director of Nursing (DON), Assistant Director of Nursing (ADON)/Restorative/Minimum Data Set (MDS), and Infection Preventionist/Clinical Education/Quality Assurance Officer.
- Motion made by Rodrian, second by Dart to accept new nursing administration configuration. 6-Yes, 0-No, Motion Carried

Administrator Replacement

- Proposed job description presented for consideration. Amendments provided.
- Motion made by Pabich, second by Schmidt, to accept the proposed job posting, as amended, for the administration position. Motion Carried.
- Carol Nell to post and receive applications.

Old Business:

Renovation Update

- Motion by Dart, second by Pabich, to give Joan Groessler authorization to sign the final agreement, including funding information, with Consolidate Construction to commence the contracted renovation project. 6-Yes, 0-No, Motion Carried.

- Motion by Rodrian, second by Hepp, to give Joan Groessl authorization to sign the lease with Ministry Health for the renovated Physical Therapy Suite. 6-Yes, 0-No, Motion Carried.

Budget Review & Discussion

- Narrative and calculations for 2016 Budget reviewed.
- Wage determinations discussed in closed session.

Closed Session:

Motion made by Pabich, seconded by Schmidt, to go into Closed Session per WI Statutes 19.85(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 19.85(1)(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. 6-Yes, 0-No. Motion passed. Closed session started 5:35 PM.

Motion made by Pabich, second by Dart, to reconvene to open session. 6-Yes, 0-No, Motion Carried. Returned to Open Session at 7:04 PM.

Action from Closed Session: Motion made by Pabich, second by Rodrian, to accept the 2016 Budget as revised with a \$0.50 per hour shift differential for the PM and Night shifts nursing staff and a maximum 1% increase for all qualifying staff. 6-Yes, 0-No. Motion carried.

Adjournment. Motion made by Schmidt, second by Pabich, to adjourn. Motion carried. Meeting adjourned at 7:04 PM.

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