

ALGOMA MEDICAL CENTER AND LONG TERM CARE UNIT (AMC&LTCU)

MONTHLY BOARD MEETING MINUTES

March 23, 2016

ALTCU Room 9

The Algoma Medical Center Board of Directors was called to order by Joan Groessl, on March 23, 2016 at 4:30 PM at the AMC&LTCU Room 9. This meeting is in compliance with the Open Meeting Law.

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

**Others Present:** Mary Murphy, Rachel Harmann, Kevin Clark, Carol Nell, Lynn Vlies, Amber Vogeltanz, Jody Wipfli, Mary Rehlinger, James Barlow, and Jeff Wiswell.

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

**Approval of February 24, March 8, and March 11, 2016 Meeting Minutes:** Motion made to approve the minutes by Schmidt, second by Hepp. Motion carried.

**Public Participation:** Amber Vogeltanz expressed a need for public notice of the current renovation. Dart and Hepp to submit article to Karen Yancey at the Kewaunee Star News.

**Financial Report:**

- Occupancy rate 90.2%
- Total patient revenues \$321,621\*
- Total operating revenues \$334,460
- Total operating expenses \$343,343
- Net profit/loss (\$22,044)
- Capital Outlays \$13

\*Medicare A under budget by \$21,126, Medicare B under budget \$981

Mary Murphy to review Meals on Wheels contract.

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

**Old Business:**

Renovation Update

- Awaiting State approval of renovation plans.
- Renovation estimated to be completed by mid-May.

Bylaws – Motion to approve Bylaws by Dart, Second by Pabich. Roll Call Vote 6-Yes, 0-No. Motion carried.

Administrator Replacement / Potential for Contracting for Interim

- Interviews set for March 29, 2016.

**New Business:**

Snoezelen Room Proposal

- Rachel Harmann gave presentation on this type of therapy activity.
- Board to study information.
- Contact State regarding safety restraints on equipment.
- East Shore tour to be arranged to see their Snoezelen Room.

Disciplinary Action Policy

- Managers reviewing and developing changes. Code of Conduct and disciplinary action needs to be connected.

Administrator/Facility Report

- 112 children participated in the Easter Egg Hunt.
- All items included in the Facility Report were accepted as written.

**Closed Session:**

Motion made by Pabich, seconded by Rodrian, 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 5:19 PM.

Motion made by Pabich, second by Rodrian, to reconvene to open session. 6-Yes, 0-No, Motion Carried. Returned to Open Session at 6:36 PM.

**Action from Closed Session:** Motion made by Schmidt, second by Hepp, to move current night floor care staff from Housekeeping to the Maintenance department. Roll call vote, 6-Yes, 0-No. Motion carried.

**Adjournment.** Motion made by Schmidt, second by Pabich, to adjourn. Motion carried. Meeting adjourned at 6:37 PM.

The next regular meeting is scheduled for **Wednesday, April 27, 2016 at 4:30 PM** at the AMC&LTCU, Room 9.