

ALGOMA MEDICAL CENTER AND ALTCU

BOARD MEETING MINUTES

July 25, 2016

AMC-LTC North Wing Meeting Room

The Algoma Medical Center Board of Directors was called to order by Joan Groessler, on July 25, 2016 at 4:30 PM at the Algoma Medical Center – Long Term Care North Wing Meeting Room. This meeting is in compliance with the Open Meeting Law.

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

Others Present: Doris Drain, Jeff Wiswell, Aaron Lopez, James Barlow, Mary Rehlinger, Jody Wipfli, Kevin Clark, Lynn Vlies, Mary Murphy, Amber Vogeltanz, Steven Seidl, Carol Nell, Melissa Yedica and Rachel Harmann.

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

Approval of April 27, 2016 Meeting Minutes: Motion made to approve the minutes by Dart, second by Pabich. Motion carried.

Public Participation: Amber Vogeltanz – Expressed concern about three recent admission request denials for local residents.

Financial Report:

- Occupancy rate 79.9%
- Total patient revenues \$298,573
- Total operating revenues \$312,108
- Total operating expenses \$357,796*
- Net profit/loss (\$60,787)
- Capital Outlays \$23,120

*Over \$44,000 paid for contract nursing.

Approval of Bills: Motion by Schmidt, second by Rodrian, to approve bills as submitted. Roll Call Vote: 7-Yes, 0-No. Motion carried.

Old Business:

Renovation Update

- Punch ticket items still left. Sidewalk cutouts need to be added to the project to make access to the Physical Therapy Suite door ADA accessible. Additionally, the main entrance will also have its own cut out. This is needed for winter use.

Motion by Dart, second by Wagner to contract for needed ADA cement work with Merten's Concrete for a cost of \$4,000. Roll call vote: 7-Yes, 0- No. Motion carried.

Community Meal Program – Motion by Schmidt, second by Rodrian to request a raise in reimbursement to \$5.50 to help offset the Dietary Department labor costs associated with this program. Motion carried.

Update regarding conversion to 80hr pay period designation as “full time” for all hourly staff. Housekeeping, Dietary, Activities, RNs and LPNs have a plan for successful conversion from staff currently in 64-hour and 72-hour “full time” pay period schedules. CNAs have three staff at 72 hours and six staff at 64 hours. None of these staff are willing to convert to 80 hour full time positions. Plans are being considered to address this situation.

New Business:

Business Office Suite – Plans were discussed but no actions considered given the current fiscal position of the facility.

Paid Time Off (PTO) Conversion. The board heard that the conversion to PTO still has considerations to be addressed before this plan can continue.

Snoezelen Room/Cart Planning. There is currently a \$20,000 balance for this project in the Luxemburg Bank and \$10,000 in another savings account. There has also been interest by the Algoma School District for potential application in the schools, especially in the Special Ed programs.

Television Subcommittee – information provided on a favorable bundling for telephone and Internet Access/Wi-Fi by Spectrum. Kevin to obtain specifics about television options.

Administrator's Report. Accepted. Of note is Dr. Hayes giving notice he is leaving the area at the end of December. Ministry will be contacted to determine how they will fulfill their contract to provide the facility with a medical officer.

Closed Session:

- Motion made by Rodrian, seconded by Pabich, 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. 7-Yes, 0-No. Motion passed. Closed session started 6:24 PM. Pabich excused from meeting 6:24PM
- Motion made by Dart, seconded by Wagner, to reconvene to open session at 6:59pm. Roll call vote: 6-Yes, 0- No. Motion carried.

Action from Closed Session: None

Financial Report (Continued):

President Groessl told the board that the facility would be short of funds for operating for the month of August. Motion by Rodrian, second by Wagner to approach the city on borrowing monies to be determined by management for operating the facility. Motion Carried.

Old Business (Continued):

Update regarding conversion to 80hr pay period designation as “full time” for all hourly staff. Motion by Groessl, second by Dart, to amend Policy of the Board that preference be for full time (80-hour per pay period) employee status. Whenever possible, those who are categorized as full-time employees shall have priority over part-time, regardless of seniority. Motion Carried.

Additional Actions:

President Groessl will send a query to ALTCU Board members regarding potential meetings dates for a joint Council-ALTCU Board meeting.

Adjournment. Motion to adjourn made by Wagner seconded by Hepp. Meeting adjourned 7:22pm.

The next regular meeting is scheduled for **Wednesday, August 24, 2016 at 4:30 PM** at the AMC<CU, North Wing Meeting Room.

