

ALGOMA MEDICAL CENTER AND ALTCU  
 BOARD MEETING MINUTES  
 October 25, 2018  
 AMC-LTC North Wing Meeting Room

The Algoma Medical Center Board of Directors was called to order by Dawn Wagner on October 25, 2018 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:** Joan Groessl (by telephone), John Pabich, Sue Hepp, Dawn Wagner, Scott Meverden, and Marge Rodrian. Wayne Schmidt excused.

**Others Present:** Jean Marsh, Carol Nell and Jeff Wiswell.

**Approval of the Agenda:** Motion made to approve the agenda with removal of item “II. Welcome to New Member” by Pabich, second by Rodrian. **Motion carried.**

**Approval of September 27, 2018 Meeting Minutes:** Motion made to approve the minutes by Hepp, second by Rodrian. **Motion carried.**

**Public Participation:** None

**Financial Report for:**

- Occupancy rate (based on 42 beds)
- Average daily census
- Total patient revenues
- Total operating revenues
- Total operating expenses
- Net profit/loss
- Capital Outlays

September 2018
80.1%
32.55
\$276,794
\$305,591
\$278,098
\$13,566
\$26,393

**Approval of Bills:** Motion by Pabich, second by Meverden, to approve bills as submitted. Roll Call Vote: 5-Yes, 0-No. **Motion carried.**

**Old Business:**

2019 Budget Discussion and Rate Setting. Discussion included historical analysis of our census by payer, average payment rates by payers, revenue considerations, and current rates charged by area competitors. We also reviewed the historical rate increases of Algoma Medical Center & LTCU. A 3.82% increase was recommended. The current trend of nursing homes is building facilities with only private rooms. This is based on increasing numbers of prospective residents with medical need for private rooms as well as resident choice to have a private room. We have had to decline requests for private rooms.

Motion by Rodrian, second by Groessl, to set 2019 room rates as follows: Semi-Private room - \$262/day, Private room current resident - \$280/day, Private room new resident (admitted on or after January 1, 2019) - \$300/day. Roll Call Vote: 5-Yes, 0-No. **Motion carried.**

Motion by Groessl, second by Meverden, to approve a plan to convert four (4) existing semi-private standard rooms to private rooms in 2019 to increase marketability. **Motion Carried.** 2019 Budget Discussion. Other elements of the 2019 budget, including the expenditure plan, are still in development.

**New Business:** No new business

**Standing Business:**

Friends of AMC. October 18, 2018 Meeting Minutes reviewed. Role of the Friends reviewed for clarity. Whisper Guide Swing explained. No executive session held.

**Administrator/Facility Report:**

Full report received from the Director Jean Marsh. Items of note included:

- Business and Administrator offices have been repositioned according to State recommendations.
- Small claims action for nonpayment by resident estate executor initiated
- New call light system installed. Some old wiring has to be redone.
- Positive feedback from CNAs for market adjustment increase.
- Flu shot protocol for staff not receiving the immunization discussed. Mandatory mask use starts November 5<sup>th</sup>.

**Closed Session:**

Motion made by Rodrian, seconded by Pabich, to go into Closed Session per WI Statutes §§19.85(1)(c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and [2] Wisconsin Statutes §§ 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved and relating to employee discipline.. Roll call vote: 5-Yes, 0-No. **Motion carried.** Closed session started 5:37 PM.

Motion made by Pabich, seconded by Rodrian, to reconvene to open session. Roll call vote: 5-Yes, 0- No. **Motion carried.** Reconvened at 6:12 PM.

**Action taken as a result of closed session:** Motion by Pabich, second by Rodrian, to award the administrator a salary increase based on her evaluation. Roll call vote: 5-Yes, 0-No, Groessl abstained. **Motion carried**

**Next Regular Board Meeting:** 4:30PM on Thursday, November 29, 2018 at the AMC-LTC North Wing Meeting Room.

**Adjournment:** Pabich moved to adjourn, Rodrian second. **Motion Carried.** Meeting adjourned at 6:13 PM.