

ALGOMA MEDICAL CENTER AND ALTCU
 BOARD MEETING MINUTES
 November 29, 2018
 AMC-LTC North Wing Meeting Room

The Algoma Medical Center Board of Directors was called to order by Joan Groessl on November 29, 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, Wayne Schmidt, John Pabich, Sue Hepp, Scott Meverden, and Marge Rodrian. Dawn Wagner was excused.

Others Present: Jean Marsh, Carol Nell, Mary Murphy, Kathleen Paral, Alice VanLanen and Bonnie Kinjerski.

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

Approval of October 25, 2018 Meeting Minutes: Motion made to approve the minutes by Rodrian, second by Hepp. **Motion carried.**

Public Participation: The Family of Frances Burmeister presented the AMC-LTC with a donation of \$2,000 to be used towards the creation of a hospice room at the facility. The Board would like to recognize the family’s generosity and thank them for this donation.

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

October 2018
80.3%
33.74
\$269,298
\$301,371
\$303,586
(\$16,142)
\$0.00

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

Old Business:

Rate Setting. Letters were sent to inform families of the 2019 rate changes. Semi-Private Room - \$262/day, Private Room - \$300/day, current private room residents - \$280/day.

2019 Budget Discussion. Full 2019 budget reviewed by department. Budgeted Revenue is \$3,716,954, Budget Expenditures is \$3,463,579. Adjusted profit for 2019 is projected to be \$18,145. Final decisions on wages and loan repayment to the City held for closed session.

New Business:

Review of State Survey. The survey went well. There was a single deficiency but no findings for two door closers. The door closers were replaced and the deficiency was resolved within 24 hours of identification by the survey team.

Parking Lot / Cedar Invoice. Multiple bills have been received from Cedar Engineering for the parking lot resurfacing project. The most recent bill received is for \$4,198.84. Previous bills have been for \$2,978.50 in 2017 and \$823.50 in 2018. This \$3,802 has been paid. What has been done for the current billing that wasn't already paid for in the first two bills is a concern. Motion made by Schmidt, second by Hepp, to send a letter to Cedar Engineering to formally protest these additional billings and ask for clarification. **Motion Carried.**

Standing Business:

Friends of AMC. November 15, 2018 Meeting Minutes reviewed. No Board action required.

Administrator/Facility Report:

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

- Activities Director out on FMLA for son's treatments at Children's Hospital. PTO days are being volunteered to help support the family during this crisis.
- New call light system is approved by the State and close to final installation. Go live will take place during December.
- Adult Protective Services needs to be brought in for a resident whose finances are being managed by a family member and not paying for father's care. This will require discharge for nonpayment action.
- We have done well for staff flu immunization as a facility. Mandatory mask use started on November 5th for two (2) staff not getting the Flu Shot.

Closed Session:

Motion made by Meverden, seconded by Pabich, to go into Closed Session per WI Statutes §§19.85(1)(c) and 19.85(1)(f) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; Budgeting/Wages. Roll call vote: 6-Yes, 0-No. **Motion carried.** Closed session started 6:34 PM.

Reconvene to Open Session per WIS STATS 19.85(2).

Motion made by Rodrian, seconded by Hepp, to reconvene to open session.

Roll call vote: 6-Yes, 0- No. **Motion carried.** Reconvened at 7:49 PM.

Action taken as a result of closed session: Motion by Groessler, second by Pabich, to a 2019 market adjustment wage increase for RNs and LPNs in the 2019 Budget. Roll call vote: 6-Yes, 0-No. **Motion carried.**

Motion by Groessler, second by Rodrian, to allocate \$10,000 for loan repayment to the City on January 4, 2019. Roll call vote: 5-Yes, 0-No, 1-Abstain. **Motion carried**

Next Regular Board Meeting: 4:30PM on Thursday, December 27, 2018 at the AMC-LTC North Wing Meeting Room.

Adjournment: Schmidt moved to adjourn, Pabich second. **Motion Carried.** Meeting adjourned at 7:51 PM.