

ALGOMA MEDICAL CENTER AND ALTCU
BOARD MEETING MINUTES
April 25, 2019
AMC-LTC South Wing Meeting Room

The Algoma Medical Center Board of Directors was called to order by Joan Groessl on April 25, 2019 at 4:30 PM at the Algoma Medical Center – Long Term Care South Wing Meeting Room. This meeting is in compliance with the Open Meeting Law.

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

Others Present: Jean Marsh, Carol Nell, Matt Murphy and Kevin Clark.

Annual Reorganization – Election of Officers and Welcome to New Members:

Pabich nominated Joan Groessl to serve as President of the Board, Dart second. No other nominations. Groessl elected Board President by unanimous vote.

Schmidt nominated Rodrian to serve as Vice President of the Board, Pabich second. No other nominations. Rodrian elected Board Vice President by unanimous vote.

Groessl nominated Pabich to serve as Secretary of the Board, Dart second. No other nominations. Pabich elected Secretary of the Boards by unanimous vote.

New City Council Representative – John Pabich

New Member – Jan Dart

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

Approval of March 28, 2019 Meeting Minutes: Motion made to approve the minutes by Pabich, second by Hepp. **Motion carried.**

Public Participation: No public comment.

Cedar Corporation Billings: Matt Murphy (City of Algoma Public Works) and Matt Stephan (Cedar Corp) joined in discussion and explanation of three invoices received for payment by the Algoma Medical Center. Following the discussion AMC-LTC agrees to pay invoice for \$4,198.84 for services provided between September 16, 2018 and October 20, 2018. Other payments are being held pending additional clarification and information. These are for billings of \$5,704.00, \$1,482 and \$644.50.

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

March 2019
83.6%
35.1
\$302,522
\$330,945
\$294,391
\$19,695
\$73.00

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

Motion by Pabich to develop an amortization plan to pay back the City of Algoma at the rate of \$10,000 per quarter with payment being made anytime within the quarter, second by Rodrian. Roll Call Vote: 5-Yes, 0-No. **Motion carried.**

Old Business:

Pipe Re-insulation, Focus on Energy Program – Hurckmann Mechanical of Green Bay to schedule this project, for Spring 2019.

Review of New Call Light System Rollout. – Final payment being withheld pending satisfactory completion of the project. This involve resolving a non-transmission/non-reception zone issues. This may be resolved by changing the router location. Tests to be done.

Parking Lot Update – Bills discussed, loan for project being worked.

Legal Claim – We have been served a Federal Summons in a Civil Action. Dr. Robert Anderson has file a lawsuit against the City of Algoma, The Algoma Medical Center, Jean Marsh and Janelle Kettering.

New Business:

Part-time maintenance position. – Due to the financial position of the facility, volunteers need to be used to the greatest extent possible. Better coordination and scheduling is needed between maintenance and administration for specific jobs (painting, floor care, cleaning, lawn care, etc.). Fill in flexibility is needed to allow Kevin to be gone. Succession in this area is needed. Issue tabled for now.

Scholarship application for Tori Schmidt - \$1,500 for the NWTC LPN program requested. Hepp moved to approve the request, Pabich second. 4 Yes, 1 Abstain. **Motion carried**

Standing Business:

Friends of AMC. Received via e-mail. No Board action required.

Administrator/Facility Report:

Staff education focusing on dementia care this month. Door County Medical is offering virtual dementia tours

ICD-10 Classes starting in May.

New Social Worker is performing well and implementing some valuable programs (Trauma Informed Care, Psychotropic monitoring etc.).

Diet liberalization to transition from 16 specific diets to 6 diets.

Collections are needed for specific accounts.

Next Regular Board Meeting: 4:30PM on Thursday, May 23, 2019 at the AMC-LTC North Wing Meeting Room.

Adjournment: Schmidt moved to adjourn, Hepp second. **Motion Carried.** Meeting adjourned at 6:37 PM.