

ALGOMA MEDICAL CENTER AND ALTCU
BOARD MEETING MINUTES
April 23, 2020
Via ZOOM Virtual Internet Meeting Application

The Algoma Medical Center Board of Directors was called to order by Joan Groessl on April 23, 2020 at 4:51 PM via ZOOM Virtual Internet Meeting Application. This meeting is in compliance with the Open Meeting Law.

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

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

Election of Officers: Joan Groessl opened nominations for Board President. Motion by Schmidt, second by Rodrian to nominate Joan Groessl for President. **Motion Carried.** Motion to close nominations by Schmidt, second by Rodrian. **Motion Carried.** Joan Groessl elected Board President by acclamation.

President Groessl opened nominations for Board Vice President. Motion by Schmidt, second by Hepp to nominate Marge Rodrian for Board Vice President. **Motion Carried.** Motion to close nominations by Pabich, second by Dart. **Motion Carried.** Rodrian elected Board Vice President by acclamation.

President Groessl opened nominations for Board Secretary. Motion by Schmidt, second by Dart to nominate John Pabich for Board Secretary. **Motion Carried.** Motion to close nominations by Schmidt, second by Rodrian. **Motion Carried.** Pabich elected Board Secretary by acclamation.

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

Old Business:

Parking Lot Bid Process and Parking Lot Financing Discussions. Matt Murphy addressed the Board regarding the parking lot project. While beginning the preparations for the new parking lot, the contractor noted there was not the requisite twelve inches of aggregate stone under the existing blacktop and could not guarantee the work to be done without it. Three options were provided with varying associated costs. Additional cost for long term repair of both lots was \$41,510.50. This is detailed in Option 1 provided to the Board. Pabich moved to accept Option 1 and have Jean Marsh work with Amber Shallow to rework the loan with the Bank of Luxemburg for this project. Roll Call Vote: 5-Yes, 0-No. **Motion Carried.** This raises project cost from \$181,000 to \$225,000.

Approval of February 27, 2020 Meeting Minutes: Motion made to approve the minutes by Rodrian, second by Hepp. **Motion carried.**

Public Participation: No public comment.

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 2020	February 2020
79.5%	82.6%
33.39	35.93
\$332,610	\$316,542
\$360,919	\$344,888
\$295,264	\$299,226
\$50,077	\$30,032
\$3,068	\$0

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

New Business:

COVID Preparations or Needs. Jean Marsh asked the Board to consider an Employee Assistance Program (EAP) related to increased stressors at work related to the pandemic. A company, ERC, offers a flat rate of \$3,200 annually for unlimited calls. Further discussion and determination next meeting.

Capital Repair Project: Laundry Air Handler. Request for \$5,000 for repair was withdrawn in favor of a \$600 resolution developed by Kevin Clark and the contractor.

Free Masks. Mayor Schmidt announced that the Kewaunee Artisan Guild was offering free face masks on April 24th starting at 12:00 and continuing until supplies were exhausted. Distribution will be by drive-by pick up behind City Hall.

Standing Business:

Friends of ALTCU. No report.

Administrator's Report:

- Medicaid and Lakeland notified us that their reimbursement would increase. Medicaid will increase an additional \$4.41 per day raising the daily per diem to \$213.57. Lakeland will increase by \$19.02 per day raising their per diem to \$227.79.
- A COVID quarantine isolation area has been constructed. Will be used for the first 14 days for new admissions.
- Admissions are down due to routine surgeries that normally require some long-term care for rehabilitation being cancelled. Plans are being made for emergency staffing that would mean 12-hour shifts for 72 hours then off 72 hours.
- Procedures for conserving PPE are being initiated.
- The AMC-LTC has applied for an SBA grant under the CARES program to safeguard employee income for those who become unable to work (pregnancy, immunocompromised, age and certain child care situations).
- The pandemic is taking a toll on staff in terms of stress, anxiety, and uncertainty. More support for the staff is needed. Some staff have terminated for less stressful opportunities.
- There are no active COVID19 cases in the facility. Any instance of an active case will result in mass notifications to families outlining the situation and our plans going

forward. While we are screening to keep this out of the facility, it can be passed by persons having no symptoms. Testing is not 100% reliable with respect to false negatives. An abundance of caution is being used during this time to keep the virus out of the facility.

- State inspectors went through a telephone survey with Jean regarding our infection control procedures we have in place.
- State sending rationed PPE from their stockpiles.

Next Regular Board Meeting: 4:30PM on Thursday, May 28, 2020. Via ZOOM.

Adjournment: Schmidt moved to adjourn, Hepp second. **Motion carried.** Meeting adjourned at 6:28 PM.