

**PINE HAVEN COMMITTEE**

**January 20, 2010**

**PRESENT:**

**Lawrence Andrews, Chairman  
Valarie Bertram  
Robin Andrews  
Lynda Scheer  
John Musall  
Edward Cross  
Bart Delaney, Jr.  
Margaret Robertson  
Patrick Grattan  
Raymond Staats**

**ALSO PRESENT:**

**Courtney Radley, Asst. Deputy Clerk  
Rebecca Leader, Deputy Clerk  
Arthur Proper  
William Black  
Gary Tuthill  
Todd Mason**

**Press: 1**

**Chairman Andrews called the meeting to order at 6:20 PM.**

**Chairman Andrews introduced W. Black, Emergency Management Director. Discussion ensued regarding Pine Haven working together with Whittier Rehabilitation and Skilled Nursing Center in creating an evacuation plan and performing a full scale drill. A. Proper thought this would be a great idea and L. Andrews agreed. Overall consensus of committee was to move forward with the collaboration of the two facilities in creating a dual evacuation plan.**

**Therapy Department: A. Proper introduced Todd Mason, Director of Rehabilitation. Discussion ensued regarding services offered.**

**Census Statistics: A. Proper advised the committee on the census update for December with 90% occupancy. Currently occupancy is back up to 95%. Discussion ensued regarding admissions and discharges from Pine Haven.**

**Overtime Costs: Overall 2009 totals were higher than 2008. However since payroll week 17, overtime costs have been consistently lower than 2008 totals.**

**Resolution Requests: Request authorization to fill the approved vacant budgeted positions**

- (1) Food Service Worker, part-time @ GR 10B at an hourly rate of \$13.0555.**
- (1) Head Nurse I (RN), full time @ GR 18A at a starting salary of \$55,752.00.**
- (4) Nurse Aide II (CNA), full-time @ GR 10C at a starting salary of \$27,911.00.**
- (5) Nurse Aide II (CNA), part-time @ GR 10C at an hourly rate of \$13.3673.**

**Motion to approve made by V. Bertram, seconded by L. Scheer, motion carried. Refer to Finance.**

**CON Update: A. Proper stated that things continue to move forward on the CON. A brief discussion took place.**

**Chairman Andrews requested a motion to move into EXECUTIVE session at 6:55 PM. Motion by P. Grattan, seconded by V. Bertram, motion carried.**

**Reason: Personnel Issues**

**Motion to return to REGULAR session at 7:05 PM by L. Scheer, seconded by P. Grattan, motion carried.**

**Chairman Andrews mentioned to the committee the idea of a mission statement for Pine Haven and handed out a sample mission statement and a hand out on the history of Pine Haven.**

**Chairman Andrews mentioned the need to change the date of the February meeting, which would be announced at a later date.**

**With no further business a motion to adjourn at 7:11 PM was made by M. Robertson, seconded by B. Delaney Jr, motion carried.**