

**Richland County**  
Pine Valley Sub Committee

The Richland County Pine Valley Committee convened on Monday, May 19, 2025, in person and virtually at 6:00 PM in the County Boardroom of the Richland County Courthouse.

**Call to Order:** Committee Acting Chair Mark Gill called the meeting to order at 6:00PM.

**Committee Members present:** Mary Miller, Sandra Kramer, Mark Gill, Gary Manning, and Pat Rippchen.

**Committee Member(s) absent:** Marc Couey.

**County Board Members present:** Alayne Hendricks.

**Attendants:** Staff present included Brittany Paulus, Pine Valley Administrator; and Mari Wipperfurth, Business Office Manager.

**Approval of Agenda and Verification of Posting:** Motion by Sandra Kramer second by Pat Rippchen to approve agenda. Motion carried and agenda declared approved. It was confirmed the meeting had been properly noticed.

**Approval of Minutes of the April 21, 2025 Pine Valley Sub-Committee Meeting:** Motion by Mary Miller second by Mark Gill to approve the minutes of the April 21, 2025 meeting.

**Public Comment:** Discussion regarding the upcoming County Highway O road construction project which begins on May 27 and the impact on travel to/from PV for EMS, staff and visitors. It was noted the project will include alternate side road closures with a potential need for a hard closure. Brittany reported that PV's communication with the Richland County Highway Department is active and ongoing, and that Chad Williamson-PV Maintenance Supervisor will participate in a meeting with County Officials regarding the road project later in the week. Road closure and alternate route details will be shared with EMS, PV staff and residents/residents' families.

**Pine Valley Financials – Accounts Receivable Trend Report:** Mari reviewed the account receivable trend report. The Days Revenue in A/R for March is 37.92. Target is to be below 40.

**Pine Valley Financials- Consideration of Vouchers:** Mari highlighted cash receipts for April of \$941,640.22 with expenses being \$809,995.37. Mari then highlighted several checks and welcomed questions. Motion by Pat Rippchen second by Mary Miller to approve the vouchers as presented. Motion carried.

**Pine Valley Financial- Pine Valley Census Recap-Financial Report:** Brittany reviewed the census report for April noting the SNF census average of 65, with a goal to be above 70 by next month. The CBRF census averaged 15 for the month of April.

**Administrator's Report:** Brittany noted the need to reevaluate wages with immediacy to address PV's current staffing crisis. She relayed plans to meet with Tricia Clements to discuss the 2024 wage study and review of job descriptions.

A fishing trip is planned for residents. Several bus trips are planned throughout the day so residents can attend on a rotation.

Nurses Week and Nursing Home Week were recently celebrated with dress up days, food, and staff/resident appreciation.

A Skills Fair was held at Pine Valley for all staff. Stations included: EMS/Safety, Change in Condition, Catheter Care, Lift Mechanisms used by Therapy, Facility Tours highlighting emergency exits/equipment, Staff Attendance expectations, Hand Hygiene, Food Textures and Thickening, Care Plans and Documentation, Personal Protective Equipment, and 1:1 Resident Activities.

PV has been conducting emergency drills. Mike-EMT was in the building supporting staff with health-related drills. Maintenance conducted fire drills and a resident elopement drill. Experiences will be used to improve overall response, response time, and communication during emergency situations.

An update regarding the Water Study. PV/Brittany, Chad, Tricia and Bart will participate in a meeting the afternoon of May 29<sup>th</sup> at the Courthouse.

The Annual State Survey is underway. State arrived this morning, Monday, May 19. Survey is expected to last 3-4 days.

An inquiry was made by Mark Gill about how to promote PV. Options such as hosting an open house and/or tour for the County Board and the possibility of returning the PV Sub-Committee Meetings to PV (but not until road project is completed) were discussed.

An inquiry was made by Gary Manning about whether PV has building maintenance needs or is in disrepair. Brittany discussed recent issues with A/C units as well as the future need to replace lighting as the lights were purchased used, are not able to be repaired and nearing end of useful life.

The use of staffing agencies was discussed. Brittany confirmed the resignation of 6 nursing staff. An inquiry was made regarding whether PV is conducting exit interviews to learn why nursing staff is leaving. Brittany explained conversations with staff were happening but will confirm with HR to learn whether formal exit interviews are being conducted. Brittany noted that she is looking to correct the staffing issue by revisiting the wage study, noting that she already has a meeting scheduled with Tricia Clements, Steve and Dave from county board to discuss.

**Adjourn:** Motion by Sandra Kramer second by Mary Miller to adjourn. Motion carried and meeting adjourned at 6:45 PM.

**Next Meeting:** Monday, June 16, 2025 at 6:00 PM.

Brittany Paulus, Pine Valley Administrator