

To: Orchard Manor – Farm Committee

Date: March 24, 2011

Subject: Agenda for April 6, 2011 meeting.

The Orchard Manor – Farm Committee will hold a meeting on **Wednesday, April 6, 2011 at 12:00 noon** in the Boardroom at Orchard Manor. The committee will give consideration to and/or take action on the following items:

- Agenda:
1. Call to order at 12:00 noon.
 2. Establish a quorum.
 3. Certification of compliance with the Open Meetings Law.
 4. Approval of agenda.
 5. Approval of the minutes.
 6. Adjourn to closed session per Wisconsin Statute 19.85(1)(c) for follow up on annual performance evaluation of administrator.
 7. Reconvene to open session.
 8. Farm business.
 - A. Farm building/insurance listing.
 - B. Farm vouchers and financial report.
 9. JDR Engineering - award bid on Orchard Manor HVAC project.
 10. Update on roof project from Scott Chyko, Delta 3 Engineering and bid offering approval.
 11. Orchard Manor operations.
 - A. Chairperson's report.
 - B. Maintenance supervisor's report.
 - C. Administrator's report.
 - Update on facility issues.
 - Presentation on nursing home reimbursement for WACH Lobby Days, April 13-14, 2011.
 - D. Equipment purchases/repairs.
 - E. Staffing issues.
 - Future training costs.
 - Update on staffing changes.
 - LTE RN starting wage range.
 - F. Orchard Manor vouchers and financial report.
 12. Public comment.
 11. Set next meeting date.
 12. Adjournment.