

To: Orchard Manor – Farm Committee

Date: November 7, 2018

Subject: Agenda for November 14, 2018 meeting.

The Orchard Manor – Farm Committee will hold a meeting on **Wednesday, November 14, 2018 at 9:00 a.m.** 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 9:00 a.m.
  2. Establish a quorum.
  3. Certification of compliance with the Open Meetings Law.
  4. Approval of agenda.
  5. Approval of the minutes.
  6. Farm business.
    - A. Farm vouchers and financial report.
  7. New County facility construction update.
  8. Update on sewer project with the City of Lancaster.
  9. Orchard Manor operations.
    - A. Chairperson's report.
    - B. Maintenance Supervisor's report.
      - Update on facility.
    - C. Equipment purchases/sales/repairs.
      - Nurse call system update.
      - 2019 equipment purchases update.
    - D. Administrator's report.
      - Update on facility issues.
        - Annual SNF survey.
      - Staffing update.
      - LEAN efficiencies update.
      - Future training costs.
    - E. Orchard Manor vouchers and financial report.
    - F. Closed session per state statute 19.85 (1) (c) in considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically as it relates to the performance evaluation of the Administrator.
    - G. Return to open session.
  10. Public comment.
  11. Set next meeting date.
  12. Adjournment.