

Orchard Manor/County Farm Committee Meeting Minutes March 15, 2013

Chairperson Robert Keeney called the meeting to order at 10:00 a.m. Chairman Keeney noted a quorum was present and certified the meeting was in compliance with the Open Meetings Law. Committee Members present were Vincent Loeffelholz, Gary Ranum, Patrick Schroeder, and Donald Splinter. Other Grant County staff members attending the meeting were Larry Wolf, Joyce Roling, Donna Haines, and Carol Schwartz.

Vincent Loeffelholz made the motion seconded by Donald Splinter to approve the agenda. Motion carried, voice vote.

Patrick Schroeder made the motion seconded by Donald Splinter to approve the February 13, 2013 Orchard Manor and Farm Committee minutes with the addition of "Southwest Design Associates, Inc." in the motion regarding the 400 wing covered entrance and the replacement of the word "may" with "will" regarding the review of a letter by corporation counsel. Motion carried, voice vote.

Orchard Manor retirees were unable to attend the meeting. Their commemorative plaques will be sent to them

Abings were unable to attend the meeting, but did inform the chair there were no farm issues to discuss.

Donald Splinter made the motion seconded by Vincent Loeffelholz to accept the February 2013 County Farm Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Maintenance Supervisor Ken McAndrew reported 350 work orders were addressed during the past month. Employees have been more conscientious about making written requests for maintenance, so the total number of requests has increased. The 400-wing whirlpool is in place. The electrical work is completed. Plumbing work still needs to be done. The company will replace the skin on the whirlpool door because it was damaged in transit. McAndrew mentioned his appreciation for the assistance of the Highway Department during recent snowstorms.

Donna Haines and the Committee discussed the following Orchard Manor issues:

- The current census is 107 geriatric and 30 ICF/ID residents.
- Geriatric state surveyors were on site February 18 – 21. The facility received no fines and there will not be a recheck of the facility.
- The plans for the personal laundry area were submitted to the State at the end of January. Approval has not been received yet.
- New flooring will be purchased for the 300 and 500 wing day rooms. Carpet will be replaced in the 300/400 wing lounge.

- The contract for the conceptual design drawings for the 400 wing covered entrance was signed with Southwest Design Associates, Inc.
- April 17-18 is the WACH Legislative Conference in Madison. Committee members are encouraged to attend.
- Donna Haines will attend the Leading Age Conference in May.
- Haines gave a report on the nursing home issue papers addressed at the Leading Age Winter Symposium.
- JDR Engineering has not responded to our written request for final air flow testing results.

Patrick Schroeder made a motion seconded by Robert Keeney to accept the February 2013 Orchard Manor Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Gary Ranum made a motion seconded by Vincent Loeffelholz to adjourn to 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. Roll call vote was unanimous. Patrick Schroeder made the motion seconded by Donald Splinter to reconvene to open session. Motion carried; voice vote.

Chairperson Robert Keeney tentatively set Wednesday, April 10, 2013 at 10:00 a.m. for the next regular meeting. Vincent Loeffelholz made the motion seconded by Patrick Schroeder to adjourn the meeting at 11:50 a.m. Motion carried, voice vote.

Committee Secretary

Recording Secretary

Date

Date