

Orchard Manor/County Farm Committee Meeting Minutes April 9, 2014

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 Gary Ranum, Patrick Schroeder, and Donald Splinter. Others in attendance were Grant County staff members Larry Wolf, Fred Naatz, Joyce Roling, Donna Haines, and Carol Schwartz. Ron and Terri Abing also attended. Vincent Loeffelholz was absent.

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

Donald Splinter made the motion seconded by Gary Ranum to approve the March 14, 2014 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

Ron Abing indicated there were no current issues at the farm. Grant County received a map of the farm from the National Resources Conservation Service (NRCS) and Ron found no issues when reviewing it.

Patrick Schroeder made the motion seconded by Gary Ranum to accept the March 2014 County Farm Cash Balance Statement as presented. Motion carried, voice vote.

Maintenance Supervisor Ken McAndrew met with Ingersoll Plumbing regarding the Community services Building. A water softener (\$2,700) with an in-line hot water filter (\$325) needs to be installed. The current hot water heater is not working properly. Ingersoll suggested two options: a new hot water heater (\$6,100); or two tankless hot water heaters (\$6,800).

Donald Splinter made the motion seconded by Patrick Schroeder to purchase a water softener and an in-line hot water filter from Ingersoll Plumbing out of the Orchard Manor capital budget. Motion carried, voice vote.

McAndrew is working with DuCharme Construction for concrete work outside Orchard Manor. DuCharme quoted \$9,931.25 to replace sidewalks in the 300/400 courtyard and form concrete bases for the pillars; and quoted \$4,538.67 to repair concrete in the 500/600 courtyard and at the employee entrance. Work done last year at the 700 end door will be redone at no additional cost because the concrete did not set.

Patrick Schroeder made the motion seconded by Gary Ranum to make the concrete repairs as quoted. Motion carried, voice vote.

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

- The current census is 113 geriatric and 28 intellectually disabled residents.
- Orchard Manor is under consideration as a designated emergency placement site for Grant County. Per the courts, individuals with a dementia-only diagnosis cannot go to a mental health unit. Since Mendota was the County's emergency placement site, a different location needs to be chosen.
- The facility has just implemented a Namiste Care program for residents with end-stage dementia. The program is aimed at making residents more calm,

comfortable, and relaxed in order to decrease behaviors and the use of medications. The participants will be worked with by staff for two hours in the morning and two hours in the afternoon each day.

- A proposal has been made to limit birdfeeders to two per resident.
- Nursing is working on a long-range plan to avoid waking the residents at night. Studies show this disrupts rapid eye movement (REM) sleep.

Donald Splinter made a motion seconded by Patrick Schroeder to adopt the Title VI Plan regarding the Orchard Manor bus and wheelchair van. Motion carried, voice vote.

Patrick Schroeder made a motion seconded by Donald Splinter to adopt the Adult Day Care policy with a charge of \$20/hour for a total daily charge not to exceed the private room rate. Motion carried, voice vote.

- The 50" plasma television in the geriatric dining room needs to be replaced.
- The last whirlpool needs replacement will be a bariatric whirlpool.
- Two Certified Nursing Assistant positions are still open. Nine of the bonus positions have been hired. One registered nurse position is open and one registered nurse/licensed practical nurse position is open.

Patrick Schroeder made a motion seconded by Donald Splinter to accept the March 2014 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) 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 review of Administrator employment applications. Roll call vote was unanimous. Patrick Schroeder made the motion seconded by Donald Splinter to return to open session. Motion carried; voice vote.

Due to the change in the Orchard Manor/Farm Committee membership, the committee will convene on April 15, 2014 at 9:45 a.m. in Room 266 in the Administration Building to create a subcommittee for the selection of the administrator.

Patrick Schroeder made a motion seconded by Gary Ranum to select Laura Lane, Director of Employee Services, as the interim administrator effective May 14, 2014. Motion carried, voice vote.

Chairperson Robert Keeney tentatively set Wednesday, May 14, 2014 at 10:00 a.m. for the next regular meeting. Donald Splinter made the motion seconded by Patrick Schroeder to adjourn the meeting at 2:05 p.m. Motion carried, voice vote.

Committee Secretary

Recording Secretary

Date

Date