

## Orchard Manor/County Farm Committee Meeting Minutes May 14, 2014

Chairperson Patrick Schroeder called the meeting to order at 9:00 a.m. Chairman Schroeder noted a quorum was present and certified the meeting was in compliance with the Open Meetings Law. Committee members present were Roger Guthrie, Gary Ranum, Donald Splinter, and Larry Wolf. Others in attendance were Grant County staff members Robert Keeney, Joyce Roling, Donna Haines, Laura Lane, and Carol Schwartz. Ron Abing also attended.

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

Gary Ranum made the motion seconded by Donald Splinter to approve the April 9, 2014 Orchard Manor and Farm Committee minutes with a change to the appropriate name as a second to a motion made by Patrick Schroeder. Motion carried, voice vote.

Donald Splinter made the motion seconded by Gary Ranum to approve the April 15 and April 22, 2014 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

Ron Abing reported they hauled 12 loads of sludge for Orchard Manor last week at no charge to the facility. Abing also distributed farm maps to the committee showing current seeding and corn.

Larry Wolf made the motion seconded by Roger Guthrie to accept the April 2014 County Farm Cash Balance Statement as presented. Motion carried, voice vote.

Donna Haines shared information regarding Orchard Manor becoming a Chapter 55 Emergency Placement Facility for the County. There are still many unanswered questions regarding policy and funding. The designation does not have to be made until October of 2015.

Roger Guthrie made the motion seconded by Gary Ranum to table consideration of the Chapter 55 Emergency Placement Facility designation until the State establishes policy applicable to the designation. Motion carried, voice vote.

Chairman Schroeder thanked Donna Haines for her many years of service to Orchard Manor.

Maintenance Supervisor Ken McAndrew reported the bid for the water softener was only to soften the hot water in the Community Services Building. It would cost an additional \$1,575.00 to get all of the water softened.

Donald Splinter made the motion seconded by Gary Ranum to authorize the upgrade to the water softener for \$1,575.00 that would soften all the water in the building. Motion carried, voice vote.

McAndrew noted weather has delayed the start of the authorized concrete work. The air conditioning has been on and one refrigerant leak was repaired. The Highway Department will assist with repairs from a sinkhole and erosion on the frontage road. The

committee recommends McAndrew use his discretion on repairs to the areas as the problems are uncovered.

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

- The current census is 109 geriatric and 29 intellectually disabled residents.
- Orchard Manor recently had its annual geriatric state survey. Only minor corrections were noted.
- With current updates to the Community Services Building plus year-to-date equipment purchases only \$11,000.00 of the capital budget for 2013 remains.
- Only one of the \$500.00 bonus Certified Nursing Assistant positions remains available. No recruitment bonus positions have been taken. Both open nursing positions have been filled. Based on letters received by County Board Chairman Keeney, Employee Services will ensure a staff name and contact phone number appears on correspondence sent to job applicants.
- There has been interest in forming a nursing pool for on-call availability.

Roger Guthrie made a motion seconded by Larry Wolf to establish a pool of nurses to be used on an occasional or on-call basis. Motion carried, voice vote..

- The Finance Director position is now open. Joyce Roling, Carol Schwartz, and Laura Lane will meet to determine if any changes need to be made to this position. Chairman Schroeder will be updated and the position will be advertised with any recommended changes.
- There are no upcoming training costs.

Roger Guthrie made a motion seconded by Donald Splinter to accept the April 2014 Orchard Manor Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Chairman Schroeder tentatively set Wednesday, June 11, 2014 at 10:00 a.m. for the next regular meeting. Roger Guthrie made the motion seconded by Gary Ranum to adjourn the meeting at 10:10 a.m. Motion carried, voice vote.

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Committee Secretary

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Recording Secretary

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Date

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Date