

Orchard Manor/County Farm Committee Meeting Minutes October 8, 2014

Chairperson Patrick Schroeder called the meeting to order at 10:00 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 Gary Ranum, Donald Splinter, and Larry Wolf. Roger Guthrie was excused from this meeting. Others in attendance were Grant County staff members Robert Keeney, Fred Naatz, Joyce Roling, and Carol Schwartz.

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

Larry Wolf made the motion seconded by Gary Ranum to approve the September 10, 2014 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

The high bid on the timber sale was \$63,120.00 from Triple Y Sawmill of Hillpoint, WI. The logging contract was signed and a deposit of \$15,780.00 was made to the farm checking account.

Donald Splinter made the motion seconded by Larry Wolf to accept the September 2014 County Farm Cash Balance Statement and vouchers as presented. Motion carried, voice vote.

Carol Schwartz reported the changes are taking place in the former secured unit area. The new dementia unit has 16 beds and 14 are now filled. The Namaste program takes place twice daily in that unit. Gary Ranum requested a presentation on the Namaste program at the next committee meeting.

Chairman Schroeder congratulated Orchard Manor on the changes the staff has been implementing.

Maintenance Supervisor Ken McAndrew reported he obtained new bids for the cooling unit in the server room. The heating and ventilation companies did not have any alternative ideas for cooling the room. The current low bid is \$4,965.00 from Ingersoll Plumbing & Heating.

Gary Ranum made the motion seconded by Donald Splinter to sign the estimate and have Ingersoll complete the work on the cooling system in the server room at current pricing. Motion carried, voice vote.

Carol Schwartz and the Committee discussed the following Orchard Manor issues:

- The current census is 110 geriatric and 29 intellectually disabled residents.
- The current employee layoffs will end October 18.
- We are interviewing for the social worker position.
- Current open positions include: 10 Certified Nursing Assistants (CNA); a dietary aide; and an on-call housekeeping aide.
- An open house for CNA applicants was held September 27. Two weekend positions were filled as a result.

- Orchard Manor had a booth at the Southwest Tech job fair and also plans to participate in Elderfest.
- Human resources attended a seminar on workman's compensation
- The DON and nurse managers will attend the annual Focus conference in Wisconsin Dells.

Discussion continued on moving the CNA wages into the current wage schedule (grade 4) on January 1, 2015. Joyce Roling researched the timing for getting a resolution regarding any levy increase the County would need on the ballot for the April election. It requires approval by the board 72 days prior to the election. Options to fund the wage increases would be increased room rates, increased payments from payors like ContinuUs, decreased expenses, farm account funds, and an increased appropriation. Recommendations will be finalized at the next meeting.

Maintenance Supervisor Ken McAndrew updated the committee on these issues:

- 1996 Dodge truck may not be able to be used for snow removal this winter. The frame is cracked.
- The committee directed McAndrew to get pricing for outsourcing snow removal.
- Maintenance filled in an old grease trap that had caused a sunken area in the Community Services Building parking lot.
- The bottom sludge was cleaned from the sewer plant.

Larry Wolf made a motion seconded by Gary Ranum to accept the September 2014 Orchard Manor Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Chairman Schroeder tentatively set Wednesday, November 12, 2014 at 1:00 p.m. for the next regular meeting. Donald Splinter made the motion seconded by Gary Ranum to adjourn the meeting at 11:47 a.m. Motion carried, voice vote.

Committee Secretary

Recording Secretary

Date

Date