

Orchard Manor/County Farm Committee Meeting Minutes May 13, 2015

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. Grant County staff members Robert Keeney, Joyce Roling, and Carol Schwartz were present.

Gary Ranum made the motion seconded by Roger Guthrie to approve the amended agenda. Motion carried, voice vote.

Larry Wolf made the motion seconded by Roger Guthrie to approve the April 8, 2015 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

Donald Splinter made the motion seconded by Gary Ranum to accept the April 2015 County Farm Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

The chairman noted the committee had received comments from hunters on the farm regarding excessive damage to standing timber from recent logging operations.

Roger Guthrie made the motion seconded by Larry Wolf to authorize Craig Hollingsworth to check the logging area for excessive damage to standing, veneer walnut trees. Motion carried, voice vote.

Ken McAndrew reported Social Services had a meeting to discuss security options for the Community Services Building. A collapsing manhole near the Community Services Building was allowing dirt to drop into the sewer. Ingersoll Plumbing completed repairs. Orchard Manor received approval from the Department of Health Services for the remodeling in the 300-wing shower room. Ridge Lawncare terminated their lawn mowing agreement with Orchard Manor. New Image was hired to complete the 2015 contract. No other bids were received for the concrete work, so DuCharme Construction will complete the work.

Lisa Swanson, Activities Manager, discussed the need for a new bus with the committee. She explained the types of outings for which the vehicle is used and indicated the remaining bus is a 1999 vehicle. Orchard Manor spent \$4,000 in repairs on this vehicle last year. The Hodan Center is submitting a grant this year and we would have an opportunity to apply through them. Receiving a grant requires a 20 percent contribution by Orchard Manor toward the estimated \$80,000 cost of a new bus. The committee also discussed the possibility of several departments pooling resources for the bus and sharing its use.

Gary Ranum made the motion seconded by Roger Guthrie to apply for a grant for a new bus through the Hodan Center. Motion carried, voice vote.

Donald Splinter made the motion seconded by Gary Ranum to authorize the starting wage for the new dietary manager at step four in Schedule One. Motion carried, voice vote.

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

- The current census is 111 geriatric and 28 intellectually disabled residents.

- Open positions –two RN/LPNs, three benefit CNAs, two benefit dietary aides, and non-benefit CNA, cook, and RN/LPN every other weekend positions.
- Orchard Manor has raised \$57,800 toward their initial goal of \$80,000 for the 400-wing covered entrance. Telephone follow up continues with businesses. A grant application was submitted to the Ray & Kay Eckstein Charitable Trust for \$20,000 toward the goal.
- The remaining dietary staff, hired prior to 2009, was offered a chance to work 72 hours per pay period or change to a higher contribution level for their health insurance. Four staff accepted 72 hours per pay period and two declined.
- Current LEAN projects include ongoing nursing policy review, human resources is completing filing; activities is cleaning classroom cupboards, the other departments are still focusing on “red tagging” items for disposal and cleaning closets and cupboards.
- Nursing staff will meet with the consultant this week to work toward improving Medicaid and Medicare charting to better reflect care provided and maximize rates.

Roger Guthrie made a motion seconded by Gary Ranum to accept the April 2015 Orchard Manor Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Chairman Schroeder tentatively set Wednesday, June 10, 2015 at 10:00 a.m. for the next regular meeting. Roger Guthrie made the motion seconded by Donald Splinter to adjourn the meeting at 10:05 a.m. Motion carried, voice vote.

Committee Secretary

Recording Secretary

Date

Date