

## Orchard Manor/County Farm Committee Meeting Minutes August 10, 2016

Committee Chairman John Patcle called the meeting to order at 10:00 a.m. Chairman Patcle noted a quorum was present and certified the meeting was in compliance with the Open Meetings Law. Committee members present were Dale Hood, Dwight Nelson, Patricia Reynolds, and Robert Scallon. Grant County staff members Robert Keeney and Carol Schwartz were present. Ron Abing also attended.

Robert Scallon made the motion seconded by Dale Hood to approve the agenda. Motion carried, voice vote.

Patricia Reynolds made the motion seconded by John Patcle to approve the July 13, 2016 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

Ron Abing discussed some planned crop rotation and had no new issues to report.

Dwight Nelson made the motion seconded by Patricia Reynolds to accept the July 2016 Farm Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Orchard Manor received a letter from the Department of Natural Resources (DNR) regarding some missing chloride reports and some necessary phosphorous reports for our sewer plant. The initial reports were prepared by IIW. This firm has been contacted regarding the reports needed per the DNR schedule. IIW is working on a proposal to present in September.

Ken McAndrew reported no current issues at the Community Services Building. Ken will be working on the implementation of the Facility Dude program at this facility. The company will need some guidance from Orchard Manor regarding healthcare regulations and their application to this building.

Due to the presence of two citizens, Chairman Patcle allowed public comment at this point in the meeting. Nikole and Matthew Hoffman voiced concerns regarding a personnel situation at Orchard Manor.

McAndrew continued with his report. A blower at the sewer plant had to be replaced. The cost for this equipment was \$4,980. Orchard Manor experienced a power outage for approximately one and one-half hours. The generator performed well and staff handled the situation appropriately. The State Engineer completed his building survey. Orchard Manor received only minor citations and they can be corrected with minimal cost.

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

- The current census is 110 geriatric and 28 intellectually disabled residents.
- Open positions – 10 benefit CNAs, two benefit RN/LPN, two RN benefit, Quality Assurance Manager, and non-benefit CNAs, dietary aides, housekeepers.
- State surveyors will make a return visit in August as a continuation of the geriatric survey.
- The grant application was submitted for the Ray & Kay Eckstein Charitable Trust.
- The annual volunteer banquet is scheduled for August 25 at 6:00 p.m. in the Orchard Manor resident center.
- Departmental budgets are due September 15.

Robert Scallon made a motion seconded by Dale Hood to accept the July 2016 Orchard Manor Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Chairman Patchle tentatively set Wednesday, September 14, 2016 at 10:00 a.m. for the next meeting. Dwight Nelson made the motion seconded by Dale Hood to adjourn the meeting at 11:17 a.m. Motion carried, voice vote.