

Orchard Manor/County Farm Committee Meeting Minutes October 11, 2017

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 Greg Fry, Dale Hood, Dwight Nelson, and Robert Scallon. Grant County staff members, Robert Keeney, Joyce Roling and Carol Schwartz were present. Ron and Terri Abing also attended.

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

Dwight Nelson made the motion seconded by Greg Fry to approve the September 13, 2017 Orchard Manor and Farm Committee minutes as amended to show Dwight Nelson was present. Motion carried, voice vote.

Majestic View had no updates for the committee.

Dwight Nelson made the motion seconded by Greg Fry to accept the September 2017 Farm Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

A meeting is scheduled with the City of Lancaster regarding the sewer project on October 26 at 9:00 a.m. at City Hall.

Concrete work is progressing for the new building. The crew is working toward enclosure of the building before bad weather begins.

Maintenance reported the new maintenance technician has started working. There was a boiler pipe leak on the 400-wing. The only damage was a few wet ceiling tiles. The department completed 312 work orders during the month. Maintenance was involved in a LEAN project asking staff about our committee members. The survey showed staff has a desire to learn who committee members are and to learn more about them. The committee recommended the DON attend committee meetings and other managers and staff be scheduled to attend some meetings. They would also like to see an organizational chart for Orchard Manor.

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

- The current census is 88 geriatric and 25 intellectually disabled residents.
- The facility is still in need of 3 CNAs and pool RN/LPNs.
- The IDR (internal dispute resolution) form submitted to State was denied. The citations will remain as issued.
- Dr. Eric Stader contacted Howard Marklein and Travis Tranel on our behalf to share the issues with surveyors at the facility.
- Four ICF/IID beds were changed to SNF beds. This saves \$2,960 per month in bed tax due to the State.
- The decision was made to move residents from the 800-wing to other wings in the facility to allow for better staffing throughout the building.
- The facility continues work on the new emergency preparedness guidelines created by Medicare and the new survey process. A tabletop emergency drill will take place here in November.
- The kittens have received their final shots.
- Three employees have asked for information about the appeals process for the wage study.

- Most of the wage study issues at Orchard Manor stem from a comparison of Orchard Manor wages to the overall County wages.
- A smoke alarm did go off in the dining room. The fire department call was cancelled before they left the station.

Dale Hood made the motion seconded by Dwight Nelson to accept the September 2017 Orchard Manor Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Dale Hood made a motion seconded by Dwight Nelson to adjourn to closed session per state statute 19.85 (1) (c) in 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 the performance evaluation of the Administrator. Roll call vote was unanimous. Robert Scallon made the motion seconded by Dale Hood to reconvene to open session. Motion carried; voice vote.

Chairman Patcle tentatively set Wednesday, November 8, 2017 at 10:00 a.m. for the next meeting. Greg Fry made the motion seconded by Dale Hood to adjourn the meeting at 11:55 a.m.. Motion carried, voice vote.