

Orchard Manor/County Farm Committee Meeting Minutes March 14, 2018

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, Dwight Nelson, and Robert Scallon. Dale Hood was excused. Grant County staff members, Robert Keeney and Carol Schwartz were present. Ron and Terri Abing also attended.

Dwight Nelson made the motion seconded by Greg Fry to approve the agenda. Motion carried, voice vote.

Greg Fry made the motion seconded by Dwight Nelson to approve the February 14, 2018 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

Majestic View brought a copy of the invoice from Waterfall Pump Service. They have paid for the repairs to the waterer on the farm and in the invoice total was \$1,348.50. They are not seeking any reimbursement . No other issues were noted.

Greg Fry made the motion seconded by Dwight Nelson to accept the February 2018 Farm Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Robert Keeney updated the committee on the building project. Social Services and ADRC are planning to move into the new facility after the holidays. The jail will move in 2019. Carol Schwartz asked if the Sheriff's Department was considering the offer of collaboration with Orchard Manor for meal preparation and service. At this time, they have not discussed this option with Orchard Manor and are interviewing other outside vendor options to handle meals for inmates.

Maintenance has been in contact with vendors for call light systems. Vendor pricing and options will be reviewed. Maintenance has also been researching the possibility of using the old jail generator as a replacement for the 1969 generator currently in place at Orchard Manor.

Sondra Mixdorf, RN, MBA was introduced to the committee as the new Director of Nursing for Orchard Manor. She updated committee members on her experience and work history. She is excited to bring her expertise to the facility and work to keep Orchard Manor a leader in the skilled care industry.

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

- The current census is 84 geriatric and 24 intellectually disabled residents.
- The grant applications discussed last month (West Bend Insurance and DRA) have been submitted and we are awaiting notice regarding those applications.
- The facility is advertising for one benefit nursing position. CNA staffing is at a good level now.
- Our LEAN group is still meeting regularly to work on the policy update project.
- The DON will attend the regular group meeting in Madison.
- The Administrator and DON will be requesting remote access from the IT Department to the Orchard Manor computer system.

Greg Fry made the motion seconded by Dwight Nelson to approve a County credit card for Sondra Mixdorf, DON. Motion carried, voice vote.

Dwight Nelson made the motion seconded by Greg Fry to accept the February 2018 Orchard Manor Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Robert Scallon made the motion seconded by Dwight Nelson to adjourn to closed session per per state statute 19.85 (1) (e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session in regards the sale or development of property pertaining to the extension of Sewer from the City of Lancaster to County Facilities near Orchard Manor. Roll call vote was unanimous. Greg Fry made the motion seconded by Dwight Nelson to reconvene to open session. Motion carried; voice vote.

Chairman Patcle tentatively set Wednesday, April 11, 2018 at 10:00 a.m. for the next meeting. Dwight Nelson made the motion seconded by Greg Fry to adjourn the meeting at 11:40 a.m. Motion carried, voice vote.