

Orchard Manor/County Farm Committee Meeting Minutes April 11, 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, Dale Hood, and Dwight Nelson. Robert Scallon was excused. Grant County staff members Joyce Roling and Carol Schwartz were present. Ron Abing also attended.

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

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

Majestic View did not have any issues to bring to the committee.

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

Carol Schwartz told the committee the LIFE program will no longer be using the old laundry building for their monthly food distribution. The traffic generated by the distribution is problematic at the building site, so another location is being sought. The Department of Natural Resources has been in contact with Orchard Manor about the permit renewal for Orchard Manor's wastewater treatment plant. Another meeting took place with the City of Lancaster on the sewer project. Landowners along the proposed route for the new sewer line will receive letters requesting an easement on their property for the project. The county's surveyor will complete some of the preliminary work.

Maintenance is preparing the air conditioning system for the cooling season. We are waiting for the vendor to begin repairs to the geriatric dining room floor. There are areas needing replacement since the serving counters have been moved. The call light system did have a transformer overheat. Maintenance is still seeking ideas and price quotes for a new system. The fire doors have had problems staying open with the magnets when not in use. The vendor is working on repairs.

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

- The current census is 87 geriatric and 24 intellectually disabled residents.
- A 2016 wheelchair van has become available for purchase. Orchard Manor is going to purchase the van due to the high mileage on our current, 2010 vehicle. For the time being, we will also keep the old vehicle as a backup.
- The facility is advertising for one benefit nursing position. CNA staffing is at a good level now. Activities will need to replace a retiring staff member.
- Our LEAN group has been organizing our policies on the computer. Many are outdated and will need to be deleted and/or rewritten.
- Orchard Manor is looking at purchasing the Abaqis program through Medline. It will be helpful for survey preparedness. Product savings through this vendor will be great enough to cover the monthly fees for the software.
- The survey window is open now for our ICF/ID survey and the survey window for the geriatric survey opens in May. This means both surveys could then occur at any time.
- The West Bend Insurance and DRA grants have not been awarded yet.

- Orchard Manor thanks all of the committee members for their service on the Orchard Manor/Farm Committee for this past term.

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

Chairman Patcle tentatively set Wednesday, May 9, 2018 at 10:00 a.m. for the next meeting. Dwight Nelson made the motion seconded by Dale Hood to adjourn the meeting at 10:51 a.m. Motion carried, voice vote.