

## Orchard Manor/County Farm Committee Meeting Minutes September 5, 2018

Committee Chairman Donald Splinter called the meeting to order at 11:00 a.m. Chairman Splinter noted a quorum was present and certified the meeting was in compliance with the Open Meetings Law. Committee members present were Greg Fry, Roger Guthrie, and Dale Hood. Gary Northouse was excused. Grant County staff members Robert Keeney and Carol Schwartz were present. Ron and Terri Abing also attended.

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

Roger Guthrie made the motion seconded by Greg Fry to approve the July 11, 2018 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

Harvest is progressing on the farm. There should not be any issues with crops if work needs to begin on the sewer project.

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

The 2019 farm budget includes a transfer of \$591,000 from the farm account to cover one-time equipment replacement costs for the Orchard Manor building.

Roger Guthrie made the motion seconded by Greg Fry to approve the 2019 Farm Budget as presented. Motion carried, voice vote.

Robert Keeney updated the committee on construction progress. Work continues on the frontage road and the landscaping. The sewer project continues with work on obtaining easements. The project is one month behind the anticipated schedule.

Maintenance has loaded 265 assets into the capital management program. The nurse call system Orchard Manor selected is a wireless system. The quoted price for wireless is \$94,941. The system would require a waiver from the State if the hallway lights were discontinued. The building continues to have challenges with the chillers and will need to look at replacement of those, too. We upgraded some of our security cameras to offer improved clarity of the video.

Roger Guthrie made the motion seconded by Dale Hood to upgrade to the wireless nurse call system with the additional funds coming from the Orchard Manor current budget. Motion carried, voice vote.

The committee reviewed room rates for Orchard Manor. The facility continues to be one of the lowest in the area. Proposed rates increases are \$10/day for semi-private; \$15/day for private; and a proposed post-acute rehabilitation unit on the 800-wing at \$350/day effective January 1, 2019.

Donald Splinter made the motion seconded by Roger Guthrie to increase the semi-private room rate by \$10/day and the private room rate by \$15/day. Motion carried, voice vote.

Roger Guthrie made a motion seconded by Greg Fry to initiate the post-acute rehabilitation rate of \$350/day for the 800-wing unit. Motion carried, voice vote.

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

- The current census is 85 geriatric and 25 intellectually disabled residents.
- CNAs are needed, especially on the PM shift. An activity aide retirement had the position filled by a current staff member.
- The ICF-IID survey had gone well. We have received the minor citations and submitted our response. The SNF unit had a complaint survey and the complaint was found to be unsubstantiated.
- The ICF-IID resident we had guardianship concerns about has transferred to another facility, so it is no longer an issue for the facility.
- The facility continues to meet to work with policy writing/reorganization.
- The medical records position was reclassified and it no longer requires an RN to fill the position.
- No training costs are anticipated at this time.

Greg Fry made the motion seconded by Roger Guthrie to refill the medical records coordinator and the activity department manager positions. Motion carried, voice vote.

Dale Hood made the motion seconded by Greg Fry to accept the July and August 2018 Orchard Manor Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Donald Splinter made the motion seconded by Greg Fry to recommend the 2019 Orchard Manor Budget be approved and forwarded to the Executive Committee as presented. Motion carried, voice vote.

Chairman Splinter tentatively set Wednesday, November 14, 2018 at 9:00 a.m. for the next meeting. Greg Fry made the motion seconded by Dale Hood to adjourn the meeting at 12:37 p.m. Motion carried, voice vote.