

## Orchard Manor/County Farm Committee Meeting Minutes January 9, 2019

Committee Chairman Donald Splinter called the meeting to order at 9:00 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, Dale Hood, and Gary Northouse. Roger Guthrie 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 amended agenda. Motion carried, voice vote.

Gary Northouse made the motion seconded by Greg Fry to approve the amended November 14, 2018 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

Majestic View delivered their rental evaluation for the 2019 cropping season. Based on corn prices in January, the total 2019 rent will be \$120,580. Gary Northouse made the motion seconded by Greg Fry to accept the rental evaluation with a possible adjustment for the fall payment based on sewer line construction acreage affected. Motion carried, voice vote.

Greg Fry made the motion seconded by Gary Northouse to accept the November and December 2018 Farm Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

The nurse call system is nearing completion of the installation. The system includes a computer program allowing the facility to track call light activity.

Robert Keeney updated the committee on construction and sewer progress. A pre-bid meeting for the sewer project was held with 12-13 contractors attending. Bid opening will be on January 15, 2019. A location for the sheriff's department radio tower is still being sought.

Maintenance has ordered the boilers, chillers, water heaters, and generator. Riley Plumbing & Heating will be installing the boilers. They are similar to boilers in the new Community Services Building. Johnsons Controls will be providing the chillers. A technician for these chillers lives in Lancaster. The generator will be ordered through Cummins. Maintenance was contacted by a solar power provider to see if the facility had any interest in pursuing that avenue for powering the facility.

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

- The current census is 87 geriatric and 25 intellectually disabled residents.
- Two full-time PM CNAs are needed, as well as weekend staff. Two nurses are needed, with an offer out to one nurse. The activity director is retiring; along with her therapy dog.
- A staff member is willing to donate a pet rabbit to the facility for the ICF-IID unit.
- The staff holiday party will be held this coming weekend.
- The holiday meal for families and residents took place on December 1. Approximately 140 people attended.
- The medical records coordinator retired December 7 and the new coordinator had an opportunity to train with her for about three weeks.

- A infection control conference will be attended by our infection control preventionist at a cost of \$199.
- Nursing has to recertify for CPR in January. We currently have training provided through the Grant County Health Department.

Gary Northouse made the motion seconded by Greg Fry to place the internal applicant for Activity Director candidate at Step 3 on the wage scale. Motion carried, voice vote.

Gary Northouse made the motion seconded by Greg Fry to fill the music therapy vacancy. Motion carried, voice vote.

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

Dale Hood mentioned he would like to have department heads take turns making presentations to the committee explaining their jobs and their departments.

Chairman Splinter tentatively set Wednesday, March 13, 2019 at 9:00 a.m. for the next meeting. Gary Northouse made the motion seconded by Dale Hood to adjourn the meeting at 10:17 a.m. Motion carried, voice vote.