

Orchard Manor/County Farm Committee Meeting Minutes June 08, 2022

Committee Chair Elias Cox called the meeting to order at 9:00 a.m. Committee Chair Cox noted a quorum was present and certified the meeting was in compliance with the Open Meetings Law. Committee members present or online were, Roger Guthrie, Joseph Mumm, Diane Nelson, and Board Chairman Robert Keeney. Grant County staff members Shane Drinkwater, Angela Nielsen, Joyce Roling, and Carol Schwartz. Terri Abing was also present.

Joseph Mumm made the motion seconded by Roger Guthrie to approve the agenda. Motion carried, voice vote.

Roger Guthrie made the motion seconded by Joseph Mumm to approve the May 11, 2022 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

Terri Abing stated all the crops are in. Terri had no other items to discuss

Roger Guthrie made the motion seconded by Diane Nelson to approve the May 2022 Farm vouchers as presented. Motion carried, voice vote.

Robert Keeney had proposed signing an easement for the transmission line. The easement would be 80x350. Grant County would receive a check for signing this. Robert is going to reach out. Roger Guthrie made a motion to send to County Board seconded by Joseph Mumm. Motion carried, voice vote.

The committee discussed a proposal to make the existing Social Worker the new ICF/IID Unit Manager. This position will vacate the Social Worker position and take the place of the current Nurse Manager for this unit. Joyce had a wage study done for this position and it would be a pay grade K.

Diane Nelson made the motion seconded by Elias Cox to approve the ICF/IID Unit Manager Position at a pay grade K step 4.. Motion carried, voice vote.

Joyce Roling made the suggestion to appoint Angela Nielsen as the Interim Administrator effective July 1, 2022. Angela is the current Business Office Manager and will be doing both rolls as we search for an Administrator.

Roger Guthrie made the motion seconded by Joseph Mumm to approve the Appointment of Interim Administrator. Motion carried, voice vote.

Joyce Roling updated the committee on her progress with executive recruitment firm for the Administrator position. Joyce is requesting permission to continue on with the search.

Elias Cox made the motion seconded by Roger Guthrie to approve the continued search. Motion carried, voice vote.

Garry Pluemer was not present to give the report on the facility maintenance. Elias Cox reported Garry apologizes for not being present. Elias also reported Garry states the air conditioning should be under control very soon. He also reported maintenance will be replacing 3 exterior doors. Elias also reported that the maintenance department is operating 3 staff members short.

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

- The current census is 48 geriatric and 25 intellectually disabled residents.
- The facility continues to be in a crisis staffing situation. We continue to recruit CNAs, RNs, and LPNs.
- The facility is currently in a COVID outbreak on the 500 & 700 wings. The infected residents seem to have cold like symptoms.
- Our long term assignment contracted staff is ending at the end of June. Orchard Manor staff is working diligently to put a plan in place so we are not in a hardship.
- Visitation is going well. Visitors still need to have their temperature checked, answer COVID questions, and wear a mask. Residents are free to go out with their friends and families. We will be starting regular IID outings as well.

Roger Guthrie made the motion seconded by Dian Nelson to approve the May vouchers as presented. Motion carried, voice vote.

Chairman Cox tentatively set Wednesday, July 13, 2022 at 9:00 a.m. for the next meeting. Chairman Cox thanked Carol for her time at Orchard Manor and congratulated her on her retirement.