

Orchard Manor/County Farm Committee Meeting Minutes May 10, 2023

Committee Chair Elias Cox called the meeting to order at 9:00 a.m. Elias Cox noted a quorum was present and certified the meeting was in compliance with the Open Meetings Law. Committee members present or online were, Joseph Mumm, Donald Splinter, and Diane Nelson. Grant County staff members Shane Drinkwater, Garry Pluemer, Alesha Erdenberger. Tonya White, Tara Laufenberg & Joyce Rolling joined via zoom.

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

Joseph Mumm made the motion seconded by Donald Splinter to approve the April 11, 2023 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

Donald Splinter made the motion seconded by Diane Nelson to approve the April 11, 2023 Farm vouchers as presented. Motion carried, voice vote.

Alesha presented to the board the recommendation for the WisCaregiver reimbursement program. It is the recommendation to pay the students for 81 hours of lab and lecture time plus Orchard Manor would provide a mentor. These students will be required to sign a two-year commitment with Orchard Manor. If the student does not fulfill the commitment, they will not be paid the entire amount.

Elias Cox made the motion seconded by Diane Nelson to pay the WisCaregivers with a signed contract. Motion carried, voice vote.

Alesha shared with the board that she has had an employee come to her looking for clarification on her job description. Alesha worked with Joyce and had a review of this position and rename the position Health Information Manager/ HIPAA Compliance Officer. Joyce did take this to the executive committee and it was approved.

Donald Splinter made the motion seconded by Joseph Mumm to approve Health Information Manager and HIPAA Compliance Officer. Motion carried, voice vote.

Alesha updated the board about the PERM program. Orchard Manor originally submitted the application in October. We are now in step two. Alesha has signed a contract stating any PERM worker who works full time hours for Orchard Manor will receive an annual income of \$24,794 until they become a CNA.

Garry Pluemer shared they are working on a design for rerouting the water outside of Orchard Manor. Maintenance is doing valve work currently at Orchard Manor they are also just finishing up doing a wrap down by the loading dock area. Garry would like to move the kettle to the entrance of Orchard Manor. Garry will be providing some paint samples to the board next month.

Alesha Erdenberger and the Committee discussed the following Orchard Manor items:

- The current census is 46 geriatric and 25 intellectually disabled residents.
- Orchard Manor is due for annual survey.
- Visitation is going well. Visitors still need to have their temperature checked, answer COVID questions, wearing a mask at this time is now required. Residents are free to go out with their friends and families.
- Orchard Manor is looking for guidance on masking.

- Staffing is doing better. The Orchard Manor team is working very hard to eliminate agency.
- Orchard Manor has had changes in the dietary and activity department managers. We currently have a volunteer helping out.

Joseph Mumm made the motion seconded by Diane Nelson to approve the April 2023 vouchers as presented. Motion carried, voice vote.

Elias Cox tentatively set Wednesday, June 14, 2023 at 9:00 a.m. at the CSB Building for the next meeting.

Diane Nelson made the motion seconded by Joseph Mumm to adjourn the meeting. Motion carried, voice vote.