

Orchard Manor/County Farm Committee Meeting Minutes August 9, 2023

Committee Member Diane Nelson called the meeting to order at 9:00 a.m. Diane Nelson 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, Roger Guthrie, and Diane Nelson. Elias Cox joined via zoom. Grant County staff members Garry Pluemer, Alesha Erdenberger and Robert Keeney. Terri Abing was also present.

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

Donald Splinter made the motion seconded by Roger Guthrie to approve the July 12, 2023 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

Terri shared with the board that the farm will undergo a survey by DNR on the 15th of August. She also shared crops are looking good.

Roger Guthrie made the motion seconded by Joseph Mumm to approve the July, 2023 Farm vouchers as presented. Motion carried, voice vote.

Alesha presented to the board the recommendation of a new registered dietician. Sandy Goree has announced her retirement from Orchard Manor in October. Kathryn Lenth has come highly recommended. Katie's hourly rate is above Sandy's hourly rate. It is further recommended that we contract with Laura Knutson to help Orchard Manor with this transition in the dietary department.

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

Alesha and Garry shared with the board their capital improvement plan proposal. Items on the capital improvement plan include: heating system, window blinds, air condition units for two areas, door security system, parking lot, sinks in resident rooms, lifts, therapy equipment, and a floor scrubber. Discussion was had about all items.

Garry discussed with the board about the Orchard Manor heating system. The maintenance department is prepared for the upcoming winter months, but it is recommended we find a qualified designer. Alesha and Garry will present a list at the September meeting of designers and action will be made on how to move forward.

Garry Pluemer shared we currently have one boiler down. He also shared we were struck by lightning. Orchard Manor has had 23 call lights out as a result and we are working with insurance. We have finished pouring concrete in one of the inner courtyards. Garry is currently looking for someone to do the landscaping for this courtyard. Garry received numbers for the parking lot project that was much higher than expected.

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

- The current census is 46 geriatric and 24 intellectually disabled residents.
- Hiring is going well. We are still looking for Activity Aides, CNA's and Nursing. We have 2 interviews for the DON position.
- Staffing is doing better. The Orchard Manor team is working very hard to eliminate agency. This may need to increase as students go back to school.

- Car show scheduled for September 15, 2023. Please join us.
- Dubuque Racing did get back to us we did not receive a grant.
- We interviewed 10 applicants from the PERM program.
- Orchard Manor did an emergency table top with the Sheriff's Office and Steve Braun.
- Residents are going back to the Grant County Fair this year.
- We are now a Quartz provider.

Roger Guthrie made the motion seconded by Donald Splinter to approve the July 2023 vouchers as presented. Motion carried, voice vote.

Wipfli will be doing a presentation on profitability on August 29, 2023 at 9:00 a.m. via zoom.

Diane Nelson tentatively set Wednesday, September 13, 2023 at 9:00 a.m. at the CSB Building for the next meeting.

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