

Orchard Manor/County Farm Committee Meeting Minutes June 12, 2024

Committee Member Richard Sanson called the meeting to order at 9:02 a.m. Richard Sanson noted a quorum was present and certified the meeting was in compliance with the Open Meetings Law. Committee members present were Robert Keeney, Mark Vosberg, Roger Guthrie, Joe Mumm, Diane Nelson and Richard Sanson. Grant County staff members Garry Pluemer, Alesha Erdenberger, and Shane Drinkwater via Zoom. Terri Abing present from the Orchard Manor Farm.

Diane Nelson made the motion seconded by Mark Vosberg to approve the agenda. Motion carried, voice vote.

Joe Mumm made the motion seconded by Roger Guthrie to approve the May 8, 2024 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

Terri reported that hay was done, and crops are all in and looking good. She also reported that a few DNR projects is underway with meetings. Projects are planned to be finished by end of the year. Further discussion ensued regarding the use of shed space, and the addendums to the lease contract May 2025. A review of the contract will be closer to the May renewal.

Alesha presented the farm vouchers and financial report with April 30, 2024 cash balance at \$112,704.85 and cash balance on May 31, 2024 at \$112,607.97.

Roger Guthrie made the motion seconded by Diane Nelson to approve the farm vouchers and financial report, as presented. Motion carried, voice vote.

Rick Sanson had no Chairperson's report.

Orchard Manor Operations-

Maintenance Supervisor Report- Garry shared that a pre-bid meeting did happen and several contractors took a tour of Orchard Manor and questions were answered to assist the contractors on their quotes which are due June 28th. Garry also discussed that the ICF-IID unit had an inspection of life safety items and 9 citations were given in the following areas: door closures, acoustic ceiling tiles, and fire caulk penetration areas. Garry stated that he will meet with Alesha to generate a plan of correction to ensure we are in compliance. Discussion ensued regarding the citation process both on the life safety and care area.

Moreover, discussion ensued regarding the heating system being a private bid only to JDR for heating system bid documents being ready for next meeting and taking the lowest bid including the Board receiving them electronically. A question was raised about the wet weather and water in the basement, Garry stated that systems are in place for the light rain, but heavy rain is more difficult. He stated that he would be discussing this water fix with the parking lot upgrade.

Administrator's Report- Alesha Erdenberger and the Committee discussed the following Orchard Manor items:

- The current census is 48 SNF and 22 intellectually disabled residents.
- Hired a new Activity Manager and Dietary Manager.
- ICF-IID annual survey was conducted since last meeting. The surveyors conducted their survey based on selecting 4 residents to review closely. Surveyors

observe the interactions with our residents and staff and paperwork/charting. We heard great comments from the surveyors about how impressed they were with staff and they had no concerns.

- We are now recruiting for CNA's and Nurses weekends and nights. We have had to hire an agency LPN to assist with the shortage of nurses. We are looking at a weekend package to attract more nurses and we plan to present at the next meeting.
- Visitation remains the same.

Alesha presented the Orchard Manor vouchers and financial report with cash balance ending April 30, 2024 at \$6,708,272.73 and May 31, 2024 ending cash balance at \$6,923,551.38.

Joe Mumm made the motion seconded by Diane Nelson to approve the Orchard Manor vouchers and financial report, as presented. Motion carried, voice vote.

Richard Sanson tentatively set the next meeting for Wednesday, July 10, 2024 at 9:00 a.m. at the CSB Building.

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