

Orchard Manor/County Farm  
Committee Meeting Minutes  
July 10, 2024

Committee Member Richard Sanson called the meeting to order at 9:00 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, Britney Wall, Christopher Loffer, and Shane Drinkwater.

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

Diane Nelson made the motion seconded by Roger Guthrie to approve the June 12, 2024 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

No Farm report. Alesha presented the farm vouchers and financial report with May 31, 2024 cash balance at \$112,607.97 and cash balance June 30, 2024 at \$111,670.86.

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

Temperature Control Upgrade- Garry presented two bids for the new temperature controls upgrade/heating system. One from Winona Heating & Ventilating, Co. (WHV) at base bid of \$784,400 with alternates at \$58,600 + 9,500=68,100 Total= \$852,500, and the second was from Energy Management Consultants, LLC (EMC) of \$1,285,503 with alternates of \$86,275 + 120,500= \$206,775 Total= \$1,492,278. With the current 2024 budget is at \$600,000, WHV will be \$252,500 over budget and EMC will be \$892,278 more than budgeted. Discussion ensued regarding construction time, phasing of the project, and if Grant County has experience with working with WHV and EMC. Garry reported both bidders would do a good job as in past experience.

Roger Guthrie made the motion seconded by Diane Nelson to approve the Temperature Control Upgrade-base bid of \$784,400 by Winona Heating & Ventilating, Co. and to include the two alternative bids totaling \$68,100 with total expense at \$852,500 with a total of \$252,500 unbudgeted be taken from Orchard Manor fund balance, as presented. Motion carried, voice vote.

Combi-oven Replacement- Alesha introduced the new Dietary Manager, Chris Loffer. Chris proceeded to inform the Board that the current Rational combi-oven has had many repairs totaling over \$10,000 in the last year, it has a loud gunshot noise, it only works on steam, and the repair company has suggested that we do not use the machine. The lowest bid presented was from Kessenich's- Altosham for two combi-ovens. Discussion ensued regarding procurement of equipment and that Kessenich's was used to purchase ovens in the jail. Moreover, Garry commented that he would agree with the Kessenich's quote because he can fix it and has experience with similar ovens. Chris commented that he worked directly with the manufacturer as they did a walk through, and Chris clarified that the two combi-ovens will be stacked one on top of each other, and will be used immediately.

Roger Guthrie made the motion seconded by Joe Mumm to approve the purchase of two combi-ovens and all other items outlined in the bid from Kessinich's, as presented and this will be taken to the County Board meeting on 7-16-24 for approval. Motion carried, voice vote.

Nursing Weekend Package proposal- Alesha presented ideas that have been discussed with Joyce Roling and the past creative ways such as in 2019 a higher rate for PRN weekend nurse pay. Alesha further reported that currently we do have a \$5/hr on the weekend differentials, but it hasn't been a big enough incentive. The discussion ensued with Britney Wall presenting that since we have transitioned to 3-12 hour shifts a week, with every 3<sup>rd</sup> weekend, the current nurses are happy with this, but it has caused more weekends to open. Britney reported that there have been 3 full-time open positions since March, and we have relied on PRN staff to cover those weekend shifts. Britney further reported that she has had to work at least 12 hours per week from March to June. Discussion ensued regarding the trouble of recruiting and finding ways to improve awareness of our nursing openings through Facebook and radio ads. Alesha mentioned that she would focus on a nursing recruitment campaign to improve promotion. Britney commented that there are 8 permanent slotted nurses and 10 PRN nurses. The new thing is to pick your own schedule as PRN. Further discussion ensued regarding the cost of benefits, how to incentivize a nurse to sign up for a slotted weekend position, and what meets the facility and potential employee's needs/desires. The discussion ended with Rick Sanson requesting a clear request with the financial impact to be presented.

Orchard Manor Operations-  
Rick Sanson had no Chairperson's report.

Maintenance Supervisor Report- Garry presented the unit heater takes care of resident center outdoor unit went out. Currently an older unit is on the resident center. He reported he is trying to get the units on a rotation, so we are having to change them all in one year. Chiller and Boilers are all working good. Discussion ensued regarding maintenance monitoring the high rain levels and water in the basement.

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

- The current census is 48 SNF and 24 intellectually disabled residents.
- Visitation remains the same.
- Facility updates- hiring process and payroll- Tyler Munis been delaying, reporting finding has been hard also, Facility assessment due by August, staffing mandate being challenged.

Alesha presented the Orchard Manor vouchers and financial report with cash balance ending May 31, 2024 ending cash balance at \$6,923,551.38 and cash balance ending June 30, 2024 at \$6,789,619.35. Vouchers of \$223,104.14 was expensed for capital items as outlined in the 2024 budget.

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

Richard Sanson tentatively set the next meeting for Wednesday, August 7, 2024 at 9:00 a.m. at the CSB Building.

Roger Guthrie made the motion seconded by Joe Mumm to adjourn the meeting. Date set for August 7, 2024. Mark requested to be excused from the meeting. Motion carried, voice vote.