

Orchard Manor/County Farm Committee Meeting Minutes November 11, 2009

Chairperson Tony Runde called the meeting to order at 10:00 a.m. Chairman Runde noted a quorum was present and certified the meeting was in compliance with the Open Meetings Law. Committee Members present were Tony Runde, Maynard Behncke, Hans Kostrau, and Vincent Loeffelholz. Other Grant County staff members attending the meeting were John Patcle, Donna Haines, and Carol Schwartz.

Han Kostrau made the motion seconded by Maynard Behncke to approve the existing agenda. Motion carried, voice vote.

Maynard Behncke made the motion seconded by Vincent Loeffelholz to amend the October 14, 2009 Orchard Manor and Farm Committee minutes to change the word "concrete" to "blacktop." Motion carried, voice vote.

Donna Haines presented a report to the board on the dollars the farm has given to the county from 1980 to the present. Through levies, purchases, and cash transfers the farm has contributed \$1,921,006. The farm has also loaned \$200,000 to Orchard Manor and authorized a loan in 2010 to the Youth & Ag. These figures do not include the interest Grant County earned on these funds.

Maynard Behncke made the motion seconded by Hans Kostrau to accept the October 2009 County Farm Cash Balance Statement and vouchers as presented. Motion carried, voice vote.

Donna Haines and the Committee discussed the following Orchard Manor issues:

- The current census is 111 geriatric and 29 ICF/MR residents.
- The facility is continuing computer training. The medication segment has not been implemented yet.
- The payroll department is currently enrolling all employees on the new, biometric time clock. The new clock will be installed by the IT Department and a target date for conversion will be determined.
- Future training costs for the facility include:
 - Lisa Swanson will attend the National Music Therapist Conference in San Diego. Orchard Manor will only pay for registration fees and her wages.
 - Diane Vesperman will attend the monthly DON meeting.
- Residents have requested ESPN on the satellite TV package at Orchard Manor. Donna Haines will analyze the costs to present at the next meeting.
- Laura Lane was hired as the new Director of Employee Services/Quality Assurance and will begin on November 30, 2009. Ken Kipper will retire as groundskeeper on November 25, 2009. The position will be posted.

Hans Kostrau made the motion seconded by Maynard Behncke to authorize Orchard Manor to implement a five percent room rate increase. Motion carried, voice vote.

Vincent Loeffelholz made a motion seconded by Hans Kostrau to accept the October 2009 Orchard Manor Cash Balance Statement and vouchers as presented. Motion carried, voice vote.

Representatives from Johnson Controls made a presentation on an energy audit and potential energy savings for Orchard Manor. The committee will review the proposal for discussion at the next meeting.

No other business was presented or acted upon at this time.

Chairperson Tony Runde tentatively set Wednesday, December 9 2009 at 10:00 a.m. for the next meeting. Maynard Behncke made the motion seconded by Vincent Loeffelholz to adjourn the meeting at 11:55 a.m. Motion carried, voice vote.

Committee Secretary

Recording Secretary

Date

Date