

Orchard Manor/County Farm Committee Meeting Minutes January 14, 2010

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, Paul Landon, and Vincent Loeffelholz. Other Grant County staff members attending the meeting were John Patcle, Donna Haines, and Carol Schwartz.

Paul Landon made the motion seconded by Vincent Loeffelholz to approve the existing agenda. Motion carried, voice vote.

Hans Kostrau made the motion seconded by Maynard Behncke to approve the October 14, 2009 and November 11, 2009 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

Based on the addendum to the Farm Lease Agreement, the farm rent to be paid by Majestic View Dairies for 2010 will be \$95,812.00. Rent is recalculated and adjusted annually, on January 1, based on corn markets.

Paul Landon made the motion seconded by Han Kostrau to accept the November and December 2009 County Farm Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

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

- The current census is 106 geriatric and 29 ICF/MR residents.
- Orchard Manor took possession of a new 2010 Dodge wheelchair van. The Hodan Center wrote a grant which paid for 80 percent of the cost of the van. Orchard Manor's cost was approximately \$7,000.
- A bladder scanner was purchased for the facility and nursing staff will be trained on its use.
- The Special Payment provided by Medicaid to nursing homes to recoup some of their losses had been estimated for Orchard Manor at an amount substantially lower than anticipated. Orchard Manor worked with the state nursing home association to correct the estimate. Medicaid has revised their calculations and will be reimbursing Orchard Manor an additional \$256,000, as initially anticipated.
- The facility is continuing computer training on January 26 – 28 for the eMAR and eTAR portions of the software.
- The payroll department is having employees punch in and out on the old and new time clocks. Setup is continuing.
- Future training costs for the facility include:
 - Tony Runde, Maynard Behncke, and Donna Haines will attend the annual WACH Conference in Madison on February 3 – 4.
 - Lisa Kobs, dietician, will attend a dietary conference on Culture Change in Baltimore, MD in February. Orchard Manor will pay for registration and one-half of the travel costs.
- Dietary department is working with a vendor to get new menu software provided at no charge to the facility.
- After researching costs, Donna Haines will add ESPN channel to the televisions in two day room/lounges. This satisfies resident requests for the channel with the lowest financial impact to the facility.
- The committee will not proceed with the energy conservation program through Johnson Controls at this time. The committee will wait to see how the Finance

and Public Property committees decide to proceed with a county-wide energy program.

- A small area in the roof has had a leak. It is being kept free of snow to prevent leakage until a new roof is put on the building.
- New regulations require the generator to have additional sensors added to monitor generator functions. Don Fowell has been contacting firms capable of performing the needed maintenance.
- Orchard Manor will discontinue its Perfect Attendance Program in 2010. Some illnesses currently require mandatory days off from work and the facility does not want to encourage sick employees to come to work.

Vincent Loeffelholz made a motion seconded by Paul Landon to accept the November and December 2009 Orchard Manor Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

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

Chairperson Tony Runde tentatively set Wednesday, February 10, 2010 at 1:00 p.m. for the next meeting. Maynard Behncke made the motion seconded by Hans Kostrau to adjourn the meeting at 11:50 a.m. Motion carried, voice vote.

Committee Secretary

Recording Secretary

Date

Date

Acronyms

ICF/MR	Intermediate Care Facility for the Mentally Retarded
eMAR	Electronic Medication Administration Record
eTAR	Electronic Treatment Administration Record
WACH	Wisconsin Association of County Homes