

## Orchard Manor/County Farm Committee Meeting Minutes April 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. Ron and Terri Abing also attended.

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

Hans Kostrau made the motion seconded by Vincent Loeffelholz to approve the March 10, 2010 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

Randy Chambers, from Land and Water Conservation, presented information on future conservation ideas for the Orchard Manor/Farm grounds.

Vincent Loeffelholz made the motion seconded by Hans Kostrau to accept the March 2010 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 101 geriatric and 30 ICF/MR residents.
- Orchard Manor received its annual ICF/MR state survey and it produced positive results for staff and the facility.
- The payroll program will move to live status this month.
- The eMAR and eTAR software has not been fully implemented yet. Nurses continue to use both paper and electronic systems while hardware problems are corrected.
- Future training: Donna Haines and Laura Lane will attend the WAHSA Conference on May 5-7, 2010 in LaCrosse. Diane Vesperman and Chris Johansen will attend the Keane software user meeting in Chicago on May 16-18. Diane Vesperman will also attend a one-day meeting in Wisconsin Dells.
- Staffing: Orchard Manor is seeking a nurse to fill a vacant position and one to work every other weekend.
- Orchard Manor has contracted with a company to get the generator up to current code. There are 16 items which must be monitored on the generator to make it compliant.
- The insurance adjustor has not returned to finish the assessment of the roof. Vincent Loeffelholz suggested Delta 3 Engineering in Platteville be contacted to make a presentation to the committee regarding the roof replacement and specifications for the job.

Paul Landon made a motion seconded by Vincent Loeffelholz to accept the March 2010 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, May 12, 2010 at 10:00 a.m. for the next meeting. Hans Kostrau made the motion seconded by Maynard Behncke to adjourn the meeting at 11:55 a.m. Motion carried, voice vote.

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Committee Secretary

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Recording Secretary

\_\_\_\_\_  
Date

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Date

**Acronyms**

<b>ICF/MR</b>	Intermediate Care Facility for the Mentally Retarded
<b>eMAR</b>	Electronic Medication Administration Record
<b>eTAR</b>	Electronic Treatment Administration Record
<b>WACH</b>	Wisconsin Association of County Homes
<b>WAHSA</b>	Wisconsin Association of Homes and Services for the Aging