

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

Chairperson Patrick Schroeder called the meeting to order at 9:00 a.m. Chairman Schroeder noted a quorum was present and certified the meeting was in compliance with the Open Meetings Law. Committee Members present were Robert Keeney, Vincent Loeffelholz, Robert Scallon, and Donald Splinter. Other Grant County staff members attending the meeting were John Patcle, Donna Haines and Carol Schwartz. Ron Abing also attended.

The meeting commenced with a tour of the Community Services Building and other outbuildings: including LIFE building, old boiler building, and sewer plant.

Robert Keeney made the motion seconded by Donald Splinter to approve the existing agenda. Motion carried, voice vote.

Robert Keeney made the motion seconded by Vincent Loeffelholz to approve the June 18, 2010 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

Ron Abing reported Majestic View received reimbursement for 50 percent of the well abandonment costs. The committee authorized payment of the remaining 50 percent of the cost from the farm account.

Robert Keeney made the motion seconded by Vincent Loeffelholz to accept the June 2010 County Farm Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Chairman Schroeder requested a monthly maintenance report be added to future agendas. The committee discussed the terms of the rental agreement with Maynard Behncke for storage space in an outbuilding. A written agreement will be obtained with the renter to formalize the current agreement.

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

- July 12, 2010 Orchard Manor converted the license of two ICF/MR beds to geriatric beds. The facility now has 117 SNF licensed beds and 33 ICF/MR licensed beds.
- The current census is 110 geriatric and 31 ICF/MR residents.
- Three areas are being considered for designation as an outdoor smoking area – one for the Community Services Building; one for Orchard Manor employees; and one for Orchard Manor residents and visitors.
- The facility purchased a canopy for residents as a temporary solution for shelter from the elements in their designated smoking area in the 500/600 courtyard.
- The outdoor benches that were not level have been removed. Benches reset will be cemented in place.
- Staff will begin painting the interior hallways in Orchard Manor.
- The former smoking room will be repainted and converted to the “Sunshine Gardens” day room.
- Discussed laundry services contract and compliance issues. Also discussed alternatives for personal laundry services.
- Orchard Manor is interested in applying for a grant to purchase amateur HAM radio equipment for emergency usage.

Robert Keeney made a motion seconded by Vincent Loeffelholz to authorize Orchard Manor to apply for the amateur HAM radio grant. Motion carried, voice vote.

- The boom truck was sold by silent auction for \$525.
- Facility expenditures included \$2,000 for cement for sidewalk repairs and compressor repairs.
- There are no current updates on Focus on Energy.
- Orchard Manor will host two-day training on Alzheimer's disease. Those completing the course will receive certification.

Donald Splinter made a motion seconded by Robert Scallon to accept the June 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 Patrick Schroeder tentatively set Wednesday, August 11, 2010 at 10:00 a.m. for the next meeting. Robert Keeney made the motion seconded by Vincent Loeffelholz to adjourn the meeting at 11:45 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
WAHSA	Wisconsin Association of Homes and Services for the Aging