

Clark County Rehabilitation & Living Center Sub-Committee Meeting Minutes

Meeting held Friday, April 12th, 2019 at 11:00 AM at the Clark County Rehabilitation & Living Center

Call to Order

Chair Kodl called the meeting of the CCRLC Sub-Committee to order at 11:49 AM.

Roll Call

Members Present: Arlene Kodl, Scott Jalling, Gary Leichtman, Frieda Rollins, Fred Schindler

Members Absent: none

Others Present: Jane Schmitz, Brandon Heglund, Dominic Haupt, Jenna Thieme

Minutes of March 8, 2019

The minutes of the March 8th meeting were approved on a motion made by Scott Jalling, seconded by Frieda Rollins, all yes, motion carried.

Movement of Population

Jenna Thieme reported on the March month end census:
Nursing Home 134; FDD 11; CBRF 7; Total 152

Dominic Haupt arrived at 12:03 PM
Jenna Thieme departed at 12:04 PM

Capital Expenditures

a) Jane Schmitz indicated the van was purchased and is working well for the facility.

Gary Leichtman departed at 12:39 PM

b) Dominic Haupt presented the areas that are proposed to be resurfaced along with the associated pricing.

A motion to accept the Oium quote of \$213,753 of time and material as an extension of the 2018 service contract with credits being applied to Day Care site entrance resurfacing was made by Fred Schindler seconded by Scott Jalling, all yes, motion carried.

c) Dominic Haupt presented quotes on various used replacement pickup trucks. The consensus of the committee was to have additional quotes gathered for a new truck for the next meeting.

Building Project

Jane Schmitz discussed the 1 West remodeling project of 6 rooms under the construction management contract.

Dominic Haupt departed at 1:06 PM

Vouchers and Cash Bills

The March vouchers and monthly cash bills were reviewed and approved on a motion by Frieda Rollins, seconded by Fred Schindler, all yes, motion carried.

Audit

Jane Schmitz and Brandon Heglund discussed the concerns with the overall processing of this years audit due to information not being available for auditors.

Strategic Planning

Jane Schmitz discussed options available for moving forward with Strategic Planning sessions. The consensus of the committee was to wait until next year to allow time for a performance review of the rehab unit.

A motion to hold on the strategic planning until the beginning of 2020 was made by Fred, seconded by Frieda, all yes, motion carried.

Fred Schindler departed at 2:00 PM

Administrator's Report

Jane Schmitz provided an overall update on the progress in recruiting a Medical Director and Physician for the facility.

Flex Schedules

Jane Schmitz requested department heads and professionals have the option to flex their schedules within the pay period to complete their job duties.

A motion to approve flex schedules for department heads and professionals was made by Frieda Rollins, seconded by Scott Jalling, all yes, motion carried.

Personnel

Jane Schmitz discussed an out of state seminar for the Director of Financial Services.

A motion to approve attendance for an out of state Collections Seminar for Housing and SNFs seminar was made by Scott Jalling, seconded by Frieda Rollins, all yes, motion carried.

Wage Rate Adjustments

Jane Schmitz reported on the wage rate adjustments for the upcoming pay period.

New Hires

Jane Schmitz reported on new hires and position transfers.

Cash Receipts Report

Brandon Heglund presented the cash receipts report.

2018 Budget

Brandon Heglund reported on the 2018 budget.

2019 Budget

Brandon Heglund reported on the February 2019 budget which remains on track.

Quality Assurance Report

Jane Schmitz provided the March Quality Assurance Report from the QA committee.

Adjourn

Motion to adjourn at 2:12 PM was made by Frieda Rollins, seconded by Scott Jalling, all yes, motion carried.

The May meeting of the Clark County Rehabilitation & Living Center Sub-Committee is scheduled for Friday, May 10, 2019 at the Clark County Rehabilitation and Living Center in the classroom beginning at 11:00 AM (or immediately following the conclusion of the Community Service meeting).