

Clark County Rehabilitation & Living Center Sub-Committee Meeting Minutes

Meeting held Tuesday, June 18th, 2019 at 12:00 PM at the Clark County Rehabilitation & Living Center

Call to Order

Chair Kodl called the meeting of the CCRLC Sub-Committee to order at 12:21 PM.

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 May 10, 2019

The minutes of the May 10th meeting were approved on a motion made by Scott Jalling, seconded by Frieda Rollins, all yes, motion carried.

Vouchers and Cash Bills

The May vouchers and monthly cash bills were reviewed and approved on a motion by Gary Leichtman, seconded by Frieda Rollins, all yes, motion carried.

Dominic Haupt arrived at 12:31 PM

Cash Receipts Report

Brandon Heglund presented the cash receipts report.

Jenna Thieme arrived at 12:35 PM

Movement of Population

Jenna Thieme reported on the May month end census:
Nursing Home 139; FDD 11; CBRF 8; Total 158

Jenna Thieme departed at 12:52 PM

Capital Expenditures

A. Truck Replacement:

Dominic Haupt discussed the replacement truck options including utilizing the Department of Defense's 1033 program.

A motion to obtain quotes from Clark County Dealerships for 2018/2019 truck replacement was made by Gary Leichtman, seconded by Scott Jalling, all yes, motion carried.

Dominic Haupt departed at 1:11 PM

B. Washing Machine Replacement

Jane Schmitz and Dominic Haupt discussed the need to replace one of the three commercial washing machines within the facility as part of the 5-year capital expenditure plan budgeted for 2019.

A motion to approve purchasing the Washing Machine Replacement from Herb Fitzgerald Co. was made by Frieda Rollins, seconded by Gary Leichtman, all yes, motion carried.

New Hires

Jane Schmitz reported on new hires and position transfers.

Wage Rate Adjustments

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

2018 Budget

Brandon Heglund provided a general update on the budget status for 2018. The financial audit is set to be complete within the month.

2019 Budget

Brandon Heglund reported on the May 2019 budget which show revenues at 33% and expenses at 41%.

Social Media Policy

Jane Schmitz presented a social media policy for CCRLC to work in conjunction with the Clark County IT social media policy.

A motion to approve the CCRLC Social Media Policy for the CCRLC website, CCRLC Facebook page, and the Clark County WIC website was made by Fred Schindler, seconded by Gary Leichtman, all yes, motion carried.

Personnel

Jane Schmitz provided an update on the union dues concern and human resource practices within the facility.

Survey Results

Jane Schmitz discussed the results of the recent Division of Quality Assurance. Overall, it was a successful survey with a few areas of improvement noted.

Dominic Haupt arrived at 1:30 PM

Building Project – 1West

Jane Schmitz provided an update on the living area design development for the west side of the facility. Plans will be applied to all floors moving from the ground level to the third floor of the facility.

CMAR Report

Dominic Haupt presented the results of the 2018 CMAR report for the facility. Overall, the facility received a GPA of 3.74.

A motion to receive and file the 2018 CMAR report was made by Frieda Rollins, seconded by Scott Jalling, all yes, motion carried.

Corrosion Plan

Jane Schmitz and Dominic Haupt discussed future phosphorus regulations for the facility and the hopes to work with other agencies within the county to develop a plan to work towards these new water quality regulations in a joint manner.

Dominic Haupt departed at 2:13 PM

Quality Assurance Report

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

Administrator's Report

Jane Schmitz provided an update on various items.

Adjourn

Motion to adjourn at 2:22 PM was made by Frieda Rollins, seconded by Fred Schindler, all yes, motion carried.

The July meeting of the Clark County Rehabilitation & Living Center Sub-Committee is scheduled for Friday, July 19, 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).