

# **Clark County Rehabilitation & Living Center Sub-Committee Meeting Minutes**

Meeting held Friday, July 19<sup>th</sup>, 2019 at 9:00 AM at the Clark County Rehabilitation & Living Center

## **Call to Order**

Chair Kodl called the meeting of the CCRLC Sub-Committee to order at 9:04 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, Tony Ring, Sue Voigt, Bonnie Matkovich, Joe Meyer, Roy Tyznik, Diane Mattes

## **Minutes of June 18, 2019**

The minutes of the June 18<sup>th</sup> meeting were approved on a motion made by Frieda Rollins, seconded by Gary Leichtman, all yes, motion carried.

## **Vouchers and Cash Bills**

The June vouchers and monthly cash bills were reviewed and approved on a motion by Fred Schindler, seconded by Gary Leichtman, all yes, motion carried.

## **Cash Receipts Report**

None

## **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. A listing of employees receiving step increases to merge onto the new Administrative Class and Compensation Scale were presented for review.

A motion to approve the wage rate changes for those 11 employees on the Administrative Class and Compensation Scale was made by Fred Schindler, seconded by Gary Leichtman, all yes, motion carried.

Jenna Thieme arrive at 9:19 AM

Scott Jalling arrive at 9:23 AM

## **Movement of Population**

Jenna Thieme reported on the June month end census:  
Nursing Home 135; FDD 12; CBRF 8; Total 155

Jenna Thieme departed at 9:27 AM

Tony Ring arrived at 9:30 AM

### **Shift Differential – Dietary**

Jane Schmitz discussed the option to include the Dietary Department under the existing \$2.00/hour shift differential starting at 2:00 PM. The consensus of the committee was to wait until the fall to determine if a shift differential is appropriate.

Dominic Haupt arrived at 9:39 AM

### **2018/2019/2020 Budgets**

Brandon Heglund indicated the financial statements would be issued before the end of the month for 2018. An update of the 2019 budget was presented thru June showing the facility on track and receiving the Supplemental Payment in June. The 2020 budget process is under way and will be presented at the August committee meeting.

Sue Voigt arrived at 9:47 AM

Bonnie Matkovich arrived at 9:50 AM

### **Capital Expenditures**

A. Truck Replacement:

Dominic Haupt presented the quotes obtained for the CCRLC truck replacement.

A motion to accept the lowest quote from Medford Motors in the amount of \$36,900 for a 2016 F350 was made by Fred Schindler, seconded by Gary Leichtman, all yes, motion carried.

Joe Meyer arrived at 9:55 AM

### **West Elevator Update**

Dominic Haupt presented the quotes for the West Elevator replacement.

A motion to approve the lowest quote from Otis Elevator Company in the amount of \$242,324 for Elevator Replacement was made by Scott Jalling, seconded by Fred Schindler, all yes, motion carried.

Roy Tyznik arrived at 9:57 AM

### **Building Project – Landscaping**

Jane Schmitz provided an update on the status of the landscaping of the facility. The current vendor awarded the contract has not met the terms of the contract leaving the facilities grounds unfinished. Options to rectify the situation proposed through consultation with the County Attorney include moving forward with a secondary contractor.

A motion to approve the use of a secondary landscape contractor if the awarded contractor doesn't arrive as directed was made by Fred Schindler, seconded by Frieda Rollins, all yes, motion carried.

### **Personnel**

Jane Schmitz provided an update on the union dues concern and a memo drafted to dispel rumors regarding insurance.

### **Survey Results**

Jane Schmitz discussed the results of the recent Division of Quality Assurance complaint survey. No citations issued.

### **Quality Assurance Report**

none

### **Administrator's Report**

Jane Schmitz reported on the successful recruitment of Dr. Johnathon Justice for CCRLC Medical Director effective 07/01/2019.

Diane Mattes arrived at 10:07 AM

### **Adjourn**

Motion to adjourn at 10:10 AM was made by Frieda Rollins, seconded by Gary Leichtman, all yes, motion carried.

The August meeting of the Clark County Rehabilitation & Living Center Sub-Committee is scheduled for Friday, August 27, 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).