

Clark County Rehabilitation & Living Center Sub-Committee Meeting Minutes

Meeting held Friday, February 8th, 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 11:41 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

Minutes of January 11, 2019

The minutes of the January 11th meeting were approved on a motion made by Frieda Rollins, seconded by Scott Jalling, all yes, motion carried.

Vouchers and Cash Bills

The January vouchers and monthly cash bills were reviewed and approved on a motion by Scott Jalling, seconded by Gary Leichtman, all yes, motion carried.

Cash Receipts Report

Brandon Heglund presented the cash receipts report.

Movement of Population

Brandon Heglund reported on the January month end census:
Nursing Home 135; FDD 10; CBRF 8; Total 153

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 motion to approve the promotion to NCC starting wage at Grade G step 6 (\$33.49) effective the next pay period and forward to the Personnel Committee for approval was made by Scott Jalling, seconded by Gary Leichtman, all yes, motion carried.

A motion to approve the Social Worker position starting wage at Grade I step 5 (26.97) was made by Fred Schindler, seconded by Gary Leichtman, all yes, motion carried.

2018 Budget

Brandon Heglund reported on the 2018 budget.

2019 Budget

None

Capital Expenditures

Jane Schmitz discussed the process for replacing the current wheelchair accessible van along with replacing the existing pickup truck. Quotes were reviewed for the van replacement.

A motion to accept the van purchase not to exceed an amount of \$53,402 was made by Scott Jalling, seconded by Fred Schindler, all yes, motion carried.

An update on the replacement pickup truck will be provided once the van purchase is complete.

Jane Schmitz discussed the asphalt options for 2019. Options discussed include removal/resurfacing the employee entrance road and employee parking lot with details on pricing to follow at the March meeting.

Dominic Haupt departed at 12:30 PM

Building Project

Jane Schmitz provided a general update on the timeline for the building addition.

Lease Agreement for Farm Land

Jane Schmitz presented the updated Agricultural Lease Agreement between Clark County and Dennis Martin.

A motion to approve the Agricultural Lease Agreement between Clark County and Dennis Martin was made by Fred Schindler, seconded by Gary Leichtman, all yes, motion carried.

Personnel

None

Quality Assurance Report

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

Administrator's Report

Jane Schmitz discussed the timeline of the current Medical Director retiring and efforts to rework the structure in finding a suitable replacement.

Adjourn

Motion to adjourn at 1:40 PM was made by Scott Jalling, seconded by Gary Leichtman, all yes, motion carried.

The March meeting of the Clark County Rehabilitation & Living Center Sub-Committee is scheduled for Friday, March 8, 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).