

Clark County Rehabilitation & Living Center Sub-Committee Meeting Minutes

Meeting held Friday, May 11th, 2018 at 10:30 AM at the Clark County Rehabilitation & Living Center

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

Members Absent: Gary Leichtman

Others Present: Jane Schmitz, Joan Jalling, Dominic Haupt, Terry McLaughlin CLS, Aaron Klug CLS, Jeff Mishler CLS, Pete Jendrzejek CLS

The meeting was called to order at 10:07 AM by Arlene Kodl.

A motion to appoint Arlene Kodl as chairperson was presented by Frieda Rollins, seconded by Scott Jalling, roll call vote, all yes, motion carried.

The minutes of the April 6th meeting was approved on a motion made by Frieda Rollins, seconded by Scott Jalling, all yes, motion carried

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

Fred Schindler arrived at 11:00 AM

Jane Schmitz presented the cash receipts report.

Jane Schmitz reported on the April month end census:
Nursing Home 136; FDD 14; CBRF 8; Total 158

Jane Schmitz reported on new hires and position transfers.

Jane Schmitz presented the final 2017 budget showing an overall surplus.

Jane Schmitz reported on the 2018 budget which continues to meet projections.

Jane Schmitz gave the committee a brief overview of the annual financial audit presentation. The joint Finance and CCRLC Sub-Committee meeting is tentatively scheduled for June 18, 2018 at 1:00 PM.

Terry McLaughlin, Aaron Klug, Jeff Mishler, Pete Jendrzejek arrived at 12:10 PM

Jane Schmitz and Dominic Haupt discussed the Capital Expenditures including Concrete and Excavation. The Boiler room update is underway and is expected to be completed by May 18, 2018.

Jane Schmitz, Terry McLaughlin, and Dominic Haupt presented the bids by category to the committee for approval.

A motion to reject the bid from Ply Gem of \$43,754.50 due to not following specifications and accept the bid from Advanced Window and Door in the amount of \$44,395 for Windows was made by Scott Jalling, seconded by Fred Schindler, all yes, motion carried.

A motion to accept the bid from EZ Lift due to functionality in the amount of \$16,871 for Resident Lift was made by Frieda Rollins, seconded by Fred Schindler, all yes, motion carried.

A motion to void LN Metal Works P.O. due to steel price increase and award a P.O. to Spirit Fabs was made by Fred Schindler, seconded by Scott Jalling, all yes, motion carried.

Jane Schmitz gave an overall update on the building project. Entrance ways are being rerouted as of 5/14/2018 affecting the reception desk.

Terry McLaughlin, Aaron Klug, Jeff Mishler, Pete Jendrzek departed at 1:15 PM

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 Scott Jalling, seconded by Frieda Rollins, all yes, motion carried.

Fred Schindler departed at 1:20 PM

Jane Schmitz reported on the Administrators Report, Personnel and the Quality Assurance Report. Jane discussed the new Registered Dietitian position and the request to start the position at a higher step on the Administrative Compensation Schedule.

A motion to hire a Registered Dietitian at up to a step 5 on the Administrative Compensation Schedule was made by Scott Jalling, seconded by Frieda Rollins, all yes, motion carried.

The June meeting of the Clark County Rehabilitation & Living Center Sub-Committee is scheduled for Friday, June 15, 2018 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).

Motion to adjourn at 1:30 PM was made by Frieda Rollins, seconded by Scott Jalling, all yes, motion carried.