

Clark County Rehabilitation & Living Center Sub-Committee Meeting Minutes

Meeting held Friday, August 17th, 2018 at 11:00 AM at the Clark County Rehabilitation & Living Center

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

Members Absent: none

Others Present: Jane Schmitz, Brandon Heglund, Dominic Haupt, Joan Jalling, Terry McLaughlin (CLS) via phone, Jeff Mischler (CLS) via phone

The meeting was called to order at 12:23 PM by Arlene Kodl.

The minutes of the July 13th meeting were approved on a motion made by Scott Jalling, seconded by Frieda Rollins, all yes, motion carried.

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

Jane Schmitz, Dominic Haupt, Terry McLaughlin, Jeff Mischler presented the furniture bids for the building project. The curtain and phone system bids were unavailable at this time.

A motion to accept the lowest qualified bid from Tigerton Trading for Common Area Furniture, Resident Room Chairs, and Dining at a cost of \$104,730.87 was made by Fred Schindler, seconded by Scott Jalling, all yes, motion carried.

A motion to accept the lowest qualified bid from Direct Supply for Bedside Cabinets and Wardrobes at a cost of \$39,675.44 was made by Fred Schindler, seconded by Scott Jalling, all yes, motion carried.

Joan Jalling arrived at 1:00 PM

A motion to approve the cost of adding the rough ins for a snow melt system from the building project contingency was made by Fred Schindler, seconded by Gary Leichtman, all yes, motion carried.

Terry McLaughlin and Jeff Mischler departed via phone at 1:09 PM

Dominic Haupt departed at 1:14 PM

Jane Schmitz and Joan Jalling discussed the insurance options for calendar year 2019. CCRLC has the option of moving onto the newly established Teamcare plan for 2019 or continue with our current insurance plan for calendar year 2019.

A motion to continue with our current insurance plan Central States for calendar year 2019 was made by Frieda Rollins, seconded by Scott Jalling, all yes, motion carried.

Jane Schmitz and Joan Jalling presented the reclassification/wage adjustment requests for the following positions: Nurse Care Coordinator (Wage Adjustment); Director of Financial Services (Reclass); Health Information Technician (Reclass); Resident Accounts Bookkeeper (Reclass); Unit Clerk (Reclass); Plant Operations Specialist(s) (Reclass).

A motion to approve the Nurse Care Coordinator position wage adjustment and retro wages to July 8th was made by Scott Jalling, seconded by Gary Leichtman, all yes, motion carried.

A motion to approve the Director of Financial Services reclass as presented and forward to the Personnel Committee with review completed by Schenck Consultant was made by Frieda Rollins, seconded by Scott Jalling, all yes, motion carried.

A motion to approve the Health Information Technician reclass as presented and forward to the Personnel Committee with review completed by Schenck Consultant was made by Fred Schindler, seconded by Scott Jalling, all yes, motion carried.

A motion to approve the Resident Accounts Bookkeeper reclass as presented and forward to the Personnel Committee with review completed by Schenck Consultant was made by Fred Schindler, seconded by Scott Jalling, all yes, motion carried.

A motion to approve the Unit Clerk reclass as presented and forward to the Personnel Committee with review completed by Schenck Consultant was made by Fred Schindler, seconded by Scott Jalling, all yes, motion carried.

A motion to approve the Plant Operation Specialists reclass as presented and forward to the Personnel Committee with review completed by Schenck Consultant was made by Fred Schindler, seconded by Scott Jalling, all yes, motion carried.

Joan Jalling departed at 2:00 PM.

Brandon Heglund presented the cash receipts report.

Brandon Heglund reported on the July month end census:
Nursing Home 138; FDD 15; CBRF 8; Total 161

Jane Schmitz reported on new hires and position transfers.

Brandon Heglund reported on the 2018 budget and building project budget which continue to meet projections.

Jane Schmitz and Brandon Heglund presented the 2019 budget.

A motion to approve the proposed 2019 budget and forward to the Finance Committee was made by Scott Jalling, seconded by Frieda Rollins, all yes, motion carried.

Brandon Heglund discussed the private pay rate setting for 2019. A \$5.00 increase is being recommended.

A motion to approve the private pay rate increase of \$5 per day for 2019 was made by Gary Leichtman, seconded by Scott Jalling, all yes, motion carried.

Jane Schmitz discussed the Capital Expenditures including the resident dining room. No update at this time.

Jane Schmitz and Brandon Heglund discussed the Emergency Protective Placement (EPP) charges between CCRLC and the Social Services department. The current Memo of Understanding does not set a financial responsibility for departments utilizing CCRLC for EPP services.

A motion to update the current Memo of Understanding for Emergency Protective Placement services to include financial responsibility for the department utilizing CCRLC EPP services was made by Gary Leichtman, seconded by Scott Jalling, all yes, motion carried.

Jane Schmitz gave a brief update on the Board of Supervisors resolution to host Farm Technology Days for year 2022.

Jane Schmitz reported on the Administrators Report, Personnel and the Quality Assurance Report. None

The September meeting of the Clark County Rehabilitation & Living Center Sub-Committee is scheduled for Friday, September 14, 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 3:08 PM was made by Gary Leichtman, seconded by Frieda Rollins, all yes, motion carried.