

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

Meeting held Friday, September 14<sup>th</sup>, 2018 at 11:00 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, Brandon Heglund, Dominic Haupt, Terry McLaughlin (CLS) via phone, Jeff Mischler (CLS) via phone and Aaron Klug (CLS) via phone

The meeting was called to order at 11:14 AM by Arlene Kodl.

The minutes of the August 17<sup>th</sup> meeting were approved on a motion made by Frieda Rollins, seconded by Scott Jalling, all yes, motion carried.

The August vouchers and monthly cash bills were reviewed and approved on a motion by Frieda Rollins, seconded by Fred Schindler, all yes, motion carried.

Brandon Heglund presented the cash receipts report.

Dominic Haupt, Terry McLaughlin, Aaron Klug, Jeff Mischler arrived at 11:30 AM

Jane Schmitz indicated more information will be available next month on the Resident Dining Room.

Jane Schmitz, Dominic Haupt, Terry McLaughlin, Jeff Mischler discussed the blacktopping of the employee parking lot due to utility trenching related to the building project. The committee discussed moving the designated funding from the employee parking lot to excavate and blacktop the current main entrance adjacent to the Multipurpose Room in an effort to complete the main entrance.

A motion to approve using the building project utility blacktop funding from the employee parking lot for excavating and blacktopping the current main entrance was made by Fred Schindler, seconded by Scott Jalling, all yes, motion carried.

Jane Schmitz, Dominic Haupt, Terry McLaughlin, Jeff Mischler discussed excavating and blacktopping the main entrance from the Multipurpose Room door to the northern connection exiting the parking lot through the remodeling budget funding.

A motion to review and approve excavating and blacktopping of the Multipurpose Room drive entrance of up to \$66,000 was made by Fred Schindler, seconded by Scott Jalling, all yes, motion carried.

Jane Schmitz, Dominic Haupt, Terry McLaughlin, Jeff Mischler presented the bids for Window Treatments.

A motion to accept the lowest qualified bid from Encompass Group, LLC for Window Treatments at a cost of \$36,209.25 was made by Scott Jalling, seconded by Fred Schindler, all yes, motion carried.

Jane Schmitz/Dominic Haupt presented the competitive quotes received for the Adult Day Care site 1 roof replacement.

A motion to approve the quote from Shackel was made by Scott Jalling, seconded by Frieda Rollins, all yes, motion carried.

Jane Schmitz updated the committee on the elevator being replaced for 2018 starting on October 1 which will be out of order for 2 to 5 weeks.

Jane Schmitz, Dominic Haupt, Terry McLaughlin, Jeff Mischler provided an update on the snow melt system. The system has a larger capacity than originally anticipated covering 1,100 sqft.

Terry McLaughlin and Jeff Mischler departed via phone at 12:20 PM  
Dominic Haupt departed at 1:11 PM

Brandon Heglund reported on the August month end census:  
Nursing Home 139; FDD 14; CBRF 7; Total 160

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 provided an update on the reclassification requests. All positions were approved to be forwarded to the Schenck Consultant with the exception of the Director of Financial Services position being already approved by the Schenck Consultant at the requested level and forwarded onto Personnel.

Jane Schmitz discussed the need to permanently label trees in the memory park.

A motion to approve using memory garden funds to purchase stone placards as tree labels was made by Scott Jalling, seconded by Frieda Rollins, all yes, motion carried.

Jane Schmitz reported on the Administrators Report, Personnel and the Quality Assurance Report.

The October meeting of the Clark County Rehabilitation & Living Center Sub-Committee is scheduled for Friday, October 12, 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 1:39 PM was made by Frieda Rollins, seconded by Scott Jalling, all yes, motion carried.