

ROLLING HILLS

Rehabilitation Center – Special Care Home

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www.rollinghillsrehab.org

COMMITTEE MEETING MINUTES

November 23, 2015

PRESENT:

Chris King, Committee Chair
Craig Buswell, Committee Member
Doug Path, Committee Member
Rodney Sherwood, Committee Member

ABSENT:

Jim Rice, Committee Member

RESOURCE PERSONS:

Linda Anderson, Administrator
Garlynn Brookshaw, Business Manager

1. The meeting called to order by C. King at 5:30 p.m.
2. Public Comment: None.
3. Roll call: C. Buswell, here; D. Path, here; C. King, here; and R. Sherwood, here.
4. **Motion made by C. King, seconded by C. Buswell, to approve the minutes of October 26, 2015. Vote 4-0. Motion carried.**
5. A. G. Brookshaw distributed financial statements for October 2015.
6. A. L. Anderson updated on our current census.
B. L. Anderson stated we will be changing oxygen providers. We currently have Specialized Medical Services. Recently, we had another company come in and give us a quote and there was quite a bit of cost savings. The new vendor will be Northwest Respiratory Services effective February 1, 2016.

L. Anderson commented we received notice that Monroe County was approved for 2 out of the 3 vans requested. Discussion will take place with Senior Services regarding who will get these vans as we would like to have the bariatric van.
7. A.
8. A. L. Anderson shared two bids received for replacing the cable wiring in the building. Faith Technologies and Fearings are the bidders. Faith's bid is \$59,723. Fearings' bid is \$54,439, however, it does not include conduit and electrical outlets. There is \$50,000 budgeted for this so we would like to re-purpose funds left over from other capital

projects to cover this. We would like \$9,200 to come from the tub project and \$523 from the camera system project.

Motion made by C. Buswell, seconded by R. Sherwood, to approve the re-purpose of \$9,200 from the tub project and \$523 from the camera project to the cable wiring project. Vote 4-0. Motion carried.

Motion made by C. King, seconded by R. Sherwood, to accept the bid from Faith Technology in the amount of \$59,723. Vote 4-0. Motion carried.

- B. L. Anderson explained there are a few capital projects that are out for bid. The tub remodel project went out for bid and three were received. All American gave an incomplete bid. Braund Building Center bid \$13,470. T2 Contracting bid \$9,700. Our budget for this project is \$10,000.

Motion made by R. Sherwood, seconded by D. Path, to accept the bid from T2 Contracting in the amount of \$9,700. Vote 4-0. Motion carried.

The camera system was also put out for bid and so far only one bid was received. Faith Tech bid \$4,475. Our budget for this project is \$7,000.

L. Anderson stated the fire panel bid is close to being ready for the bid process. Ahern put out bids for the wiring for the fire panel project and will be making the decision on this. Once Ahern finishes the design a bid packet will be supplied and that will be used to put the project out for bid.

L. Anderson commented two electrical breaker boxes budgeted for \$12,000 have been put out for bid as well. Faith bid \$7,500. Kish Electric, Brad Olson Electric, and Northern Electric looked at it but did not bid as of yet. L. Anderson explained that main circuit breakers are not operating properly and need to be replaced. The problem is with the breakers are so old that it is difficult to find a replacement breaker and whoever would get the bid would have to find a refurbished breaker. If they can't find refurbished it would cost \$60,000 to \$70,000. If no refurbished would have to wait to budget in 2017 if it can be maintained until then. No action required at this time, this more informative.

9. Next meeting date will be Monday, **December 21, 2015, at 5:15 p.m.**
10. **Motion made by C. King, seconded by D. Path, to adjourn the meeting at 6:43 p.m. Vote was 4-0. Motion carried.**

Submitted by,
Garlynn Brookshaw