

ROLLING HILLS

Rehabilitation Center – Special Care Home

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www.rollinghillsrehab.org

COMMITTEE MEETING MINUTES

December 21, 2015

PRESENT:

Chris King, Committee Chair

Craig Buswell, Committee Member

Doug Path, Committee Member (left meeting at 6:03 p.m.)

Rodney Sherwood, Committee Member

ABSENT:

Jim Rice, Committee Member

RESOURCE PERSONS:

Linda Anderson, Administrator

Garlynn Brookshaw, Business Manager

Garry Spohn, Maintenance Director

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 R. Sherwood, seconded by C. Buswell, to approve the minutes of November 23, 2015. Vote 4-0. Motion carried.**
5. A. G. Brookshaw distributed financial statements for November 2015.
6. A. L. Anderson updated on our current census.

B. L. Anderson stated the state was here to certify us to be an outpatient clinic for psychiatric services through the La Crosse County Consortium, which Monroe County is a member of.

L. Anderson commented the WACH conference is January 26th and 27th in DeForest. She recommended if the committee is able to attend that the 27th would be very beneficial and informative.
7. A.
8. A. L. Anderson shared we have two units that have canopies outside for residents who smoke. After some research it is preferred to go with a gazebo that are more permanent for these sunny areas for resident and family. We currently use canopies that we replace yearly due to wear and tear from weather as they are up all year round. We

would like to re-purpose excess capital outlay funds to cover the cost of this. Finance did approve this contingent upon the Rolling Hills Committee approval.

Motion made by C. Buswell, seconded by R. Sherwood, to approve the re-purpose of \$9,428 from the broad transport chair (\$3,200), bariatric wheelchair (\$1,375), camera security system (\$2,002), pass through cooler (\$951), meal tray carts (\$900), and call light system (\$1,000). Vote 3-0. Motion carried.

- B. L. Anderson distributed a breakdown of bids received for the fire panel project. Discussion held on four bids. C. King stated he feels based on discussion Ahern/Faith bid looks the best. G. Spohn recommends Ahern/Faith.

Motion made by R. Sherwood, seconded by D. Path, to accept the bid from Ahern/Faith in the amount of \$200,284. Vote 4-0. Motion carried.

- C. L. Anderson explained this year's budget has \$93,823 left to go towards this project. This leaves \$106,461 to fund the fire panel project. G. Brookshaw stated that our 2015 budget shows Rolling Hills should finish the year with excess budgeted funds that could cover this project if carried over.

Motion made by C. King, seconded R. Sherwood, to direct administration to proceed with carrying over excess funds of \$106,461 to cover the fire panel project in 2016. Vote 4-0. Motion carried.

9. Next meeting date will be Monday, January 25, 2015, at 5:15 p.m.
10. **Motion made by R. Sherwood, seconded by C. King, to adjourn the meeting at 6:21 p.m. Vote was 3-0. Motion carried.**

Submitted by,
Garlynn Brookshaw