

# ROLLING HILLS

Rehabilitation Center – Special Care Home

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[www.rollinghillsrehab.org](http://www.rollinghillsrehab.org)

## COMMITTEE MEETING MINUTES

August 22, 2016

### PRESENT:

Pete Peterson, Chairperson  
Rod Sherwood, Vice Chairperson  
Jim Schroeder, Member  
Mary VonRuden, Member  
Dean Peterson, Member

### RESOURCE PERSONS:

Linda Anderson, Administrator  
Garlynn Brookshaw, Business Manager

1. The meeting called to order by P. Peterson at 4:00 p.m.
2. Roll call: M. VonRuden, here; J. Schroeder, here; R. Sherwood, here; D. Peterson, here; and P. Peterson, here.
3. **Motion made by R. Sherwood, seconded by M. VonRuden, to approve the minutes of July 25, 2016. Vote 5-0. Motion carried.**
4. A. G. Brookshaw distributed financial statements for July 2016.
5. A. L. Anderson updated on our current census.

Today's Nursing Home Census = 76 (90 total licensed beds)

Today's Assisted Living Census = 7 (8 total licensed beds)

- B. L. Anderson commented the Linen FRP is out and is due back on the 22<sup>nd</sup> of September.

L. Anderson stated there are a lot of changes coming up life safety code wise. Taking a look at the fact we are bumping up from the 2000 to the 2012 life safety code which will involve monetary changes to the facility. Will keep the committee apprised of these changes.

L. Anderson stated we will be starting to set up meetings with our state representatives to present our requests for the new state budget.

L. Anderson commented work force shortages still remain a challenge. Still looking for RNs and CNAs. The Dietary department has been struggling as well.

6. A. L. Anderson stated the fire alarm system is all complete, however, we just need final documentation and to do a run through. The only other thing that would need to be looked at doing is the 1948 addition. Ahern sent a proposal to fix the issues at a cost

of \$53,000. Asked them to get a different quote on the smoke detectors over there only and they came back with a cost of approximately \$30,000.

7. A. L. Anderson shared a preliminary capital budget with the committee. Discussion held regarding the items needed in 2017.
8. Next meeting date is Monday, September 21, 2016, at 4:00 p.m.
9. **Motion made by R. Sherwood, seconded by, D. Peterson, to adjourn the meeting at 5:03 p.m. Vote was 5-0. Motion carried.**

Submitted by,  
*Garlynn Brookshaw*