



**COMMITTEE MEETING MINUTES
September 16, 2019**

BOARD MEMBERS PRESENT:

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

RESOURCE PERSONS:

Linda Smith, Administrator
Garlynn Brookshaw, Business Services Director

1. **Call to Order/Roll Call** - The meeting called to order by J. Schroeder at 4:00 p.m.
Roll call: J. Schroeder, here; R. Sherwood, here; P. Peterson, here; M. VonRuden, here; and D. Peterson, here.
2. **Public Comment** – No public comment.
3. **Review of Minutes for August 19, 2019 – Motion made by R. Sherwood, seconded by P. Peterson, to the minutes of August 19, 2019. Vote 5-0. Motion carried.**
4. **Business Reports** -
 - A. **Presentation of Financials** – G. Brookshaw stated the financial statements will be presented next month.
5. **Administrator's Report** –
 - A. **Census Update** – L. Smith updated on our current census.
Today's Nursing Home Census = 68 (80 total licensed beds)
Today's Assisted Living Census = 7 (8 total licensed beds)
 - B. **Monthly Report** – L. Smith stated approval was received from the Monroe County Administrator and the Personnel Director for a wage increase for full-time and part-time nursing staff effective 9/8/19 to attract potential employees and get positions filled in nursing. A reclassification of the C.N.A.s and the L.P.N.s to a higher grade was also done due to the location on the wage scale compared to area healthcare facilities. L. Smith pointed out the follow-up survey for a complaint was reduced to a D level without issue. A notice was received that the state surveyors are imposing a CMP (civil money penalty) on a site we received during our annual



survey for pain management. Corrections were made and accepted, however, we have to decide if we are going to appeal or waive our right to a hearing which will decrease the amount of the fine by 35%.

6. **Preliminary 2020 Budget** – G. Brookshaw distributed the 2020 Preliminary Budget Analysis and a detail list of Capital Outlay for review.
7. **Next Meeting Date & Time** - Monday, October 21, 2019, at 4 p.m.
8. **Next Month's Agenda Items** – No items
9. **Adjournment - Motion made by R. Sherwood, seconded by D. Peterson, to adjourn the meeting at 4:52 p.m. Vote 5-0. Motion carried.**

Submitted by
Garlynn Brookshaw