

**Health and Social Services Committee Meeting Minutes**  
**Hillcrest Home**  
**4:30 p.m. Tuesday, January 7, 2013**

Present: Lorna Brown administrator, Karen Urick, committee chair, Jan May, Bill Preston,  
Rick Livesay farm liaison

1. Meeting began at 4:30pm
  - a. May moved, Preston seconded the approval of the January 2014 agenda
  - b. Preston moved, May seconded the approval of the December 2013 minutes
  - c. No public comment
2. Census - Resident census is 101
3. Public Relations/Updates: Christmas Open house Dec 11-12, 80 resident family first night, 50 plus second night.  
Salvation Army picture to be in local papers-  
Review letter to editor  
Christmas adoption of residents by Geneseo Library, Farmer Bank,  
Southwest School Geneseo, Santa for Senior Bettendorf, St. Malachy Geneseo,  
Colona United Methodist Church, Eagle Ridge School Carbon Cliff, Galva VFW,  
Salvation Army, Henry County Courthouse, Henry County Health Dept.,  
several private individuals.
4. Employee Updates
  - a. 3 new hires and 4 terminations were reviewed
  - b. Incident reports- reviewed updates on current incidents for December and reviewed status of old.
  - c. Amy Morgan, Workmen's Compensation Insurance representative, is coming to the facility January 16th to meet staff and review open claims.
  - d. Union update- no update at this time.
5. Public Aid- Total payment due, September, October , November and December \$474,079.02,  
\$126,515.11 paid for August
6. Estate of Jimmie D. King- discussion of outdoor improvements to augment the new construction, to be purchased with donations from Mr. King's estate. Additional memorial money received from Ann DeSmith of \$500 in memory of Jim King to be applied to the outdoor project.
7. Renovation updates-new fire panel installed from 2012 GIFT Foundation money granted in amount of \$27,166.60 received in 2013. Hillcrest received a check for \$24,200 from the 2013 GIFT grant application last week to go towards the purchase of a 2014 handicap passenger van.
8. County Farm - Committee members and Rick Livesay; farm liaison. Members updated the advertisement to include three items: 1. A completed application must be submitted with bid, 2. Applicant must be a Henry County resident. 3. Application process and submission of bids be through the Henry county administrator office only. Committee recommended the lease length remain at three years. The requirement of residency is to remain part of the application. Residency will be defined in the application with Terry Patton assisting in how to word the residency requirements. Livesay reported the farm ground condition regarding the erosion and waterways. He will be meeting with Soil and Water Conservation to draw up a plan to put in a new waterway, and to repair sink holes and broken tile. Federal cost sharing funds will be looked in to.
9. Pathway Consultant visit - This is a new consultant service that provides input on maintaining a 5 star home status. Brown reported on the components of the 5 Star rating and defined each and our current status. She reported that they noted accurate scoring on the assessments with supporting documentation present as well as the resident's plan of care is very detailed in line with the assessments. The consultant gave several side education opportunities to be implemented through our quality assurance process which the staff is implementing.

10. Hillcrest budget review-
  - a. Year-end review-comparison FY 2013 budget vs. actual was conducted. Committee reviewed data presented; noting income was offset by appropriate expenses for 2013.
  - b. Members review of expenses vs costs for month of November.
  - c. Financial Audit - The annual financial audit was conducted on December 19, 2013 with only minor clerical errors to be needed.
  - d. Finance committee meeting request- no response to request was received.
  
11. Administrator transition requests - . Henry County Health and Social Services Committee voted that Lorna Brown will take ownership of Hillcrest Home credit card and savings account. Mary Bergren will be removed as an authorized signer as she has retired from Hillcrest Home. The committee also voted for Julie Kaufman, Director of Accounting and Lorna Brown, Administrator to be Authorized Signers of the Credit card and savings account.
  
12. Request for resident information- no updates at this time
  
13. Preston moved May seconded the approval \$512,750.16 expenses for December. It was noted that included three payroll amounts.
  
14. Committee members agreed next meeting to be: February 5, 2014 4:30pm Hillcrest Home conference room.
  
15. Preston moved May seconded meeting adjourned at 6:05pm