

**Health and Social Services Committee Meeting Minutes
Hillcrest Home 4:30 p.m. Tuesday June 3rd, 2014**

**Present: Chairman Karen Urick, Jan May, Bill Preston (left at 6 p.m.) , Lorna Brown Administrator,
Tim Wells County Board Chairman.**

1. Meeting began 4:30pm
 - a. Preston moved, May seconded the June 2014 agenda with one clarification current census 97
 - b. Jan moved Urick seconded the May 2014 minutes.
 - c. No public comment
 - d. Current census 97
2. Public Relations/Updates: Brown reported ad in the regional track sporting event, ad in VFW yearly program, 158 guests for mother's brunch- planned by activity staff who also made fruit cups, staff members provided baked goods and donuts, dietary staff made biscuit and gravy and cinnamon rolls and egg casseroles.
3. Employee Updates
 - a. 5 new hires and 1 termination (retirement of asst. activity director Rebecca Gradert after 19 years)
 - b. Incidents current incidents were reported by Brown, 2 minor incidents were reported.
 - c. Union update- Brown reported that Nurses did not ratify salary scale and will returning to the negotiating table on June 17th May to attend for committee
4. Public Aid- Total payment due, March, April and May totaling \$421,810.3. February was paid 138,955.90
5. Memorial Fund- Brown reported the landscape plan by Steve's Nursery for patio area by dining room renovation and the wheelchair swing for the residents. The amount to be used at this time was approximately \$10,000. This will be paid from the Jim King memorial fund. Brown reported the new dining room pictures are up from a specific family memorial.
6. Rental House update- Brown reported that the Gentry family paid another month rent for time to get items removed. Current plan is to continue pursuit of practice burn with the Geneseo Fire Dept. Proof of insurance provided and other items recommended by Terry Patton is being set up for them to get permits. Committee recommend a plan to be in place by the next meeting with anticipation of burn to be complete by mid to end of August or first of September.
7. Home Sweet Home dinner for longevity- June 20th invitation to committee members. Brown reported that 34 employees are at 10 or more years of service.
8. Hillcrest budget review-
 - a. Monthly review of expenses vs costs- discussed several items that were a change to both income and expense in month of april.
 - b. Financial report requested by finance committee to be sent by administrator.
 - c. Joint meeting with finance committee reviewed. Committee felt it was productive and informative meeting.
 - d. Room rate analysis- committee discussed 2015 expenses and historical rate increases, needs of the facility, rates at other county nursing homes, and needs of residents. A proposed rate of \$110 per day (\$9.00 per day increase) was discussed. The rate for proposed future private rooms and rooms with only 2 people sharing one bathroom were discussed. Current thoughts are \$150.00 for a private room and somewhere between \$110 and \$150 for rooms where only 2 people share one bathroom. May moved, Urick seconded that the current proposed rate of \$110/day, a \$9.00 per day increase, will be recommended to the full board as an action item at the June board meeting.
9. Discussion of Capital Needs:
 - a. Integrated communication - Brown presented bid review. Urick motioned to accept bid by Heart Technologies, Inc in amount of \$275,000. May seconded the motion.

b. Private Room Conversions – Proposed layout plans for 6 private rooms were discussed. Plans were reviewed. May motioned to start process with IDPH approval and rules of conversion. Urick seconded.

c..Emergency repairs. Brown reported the single water reservoir is in need of repair. It is leaking and has rusted through. A contingency plan is being put in place and the replacement of the water reservoir is being planned.

10. Approval of bills- May motioned and Urick seconded the payment of bills in amount of \$409,842.8

11. May motioned meeting adjourned at 7pm Urick seconded, Preston excused self at 6pm.

12. Next meeting- Monday July 7th 4pm Hillcrest Conference room.

