

Health and Social Services Committee Meeting Minutes
Hillcrest Home
4:30 p.m. Wednesday November 5, 2014
Present: Chairman Karen Urick, Bill Preston, Jan May, Jacob Waller (4:45pm)
Lorna Brown administrator

1. Meeting began at 4:30pm
 - A. Preston motioned to approve the November Agenda, May seconded
 - B. Preston motioned to approve the October meeting minutes, May seconded.
 - C. No public comments
 - D. Brown reported current census was 101.
2. Public Relations/Updates: Letter to the Henry County Board from Kathi Fluck who was helping with a genealogy request of the Hillcrest Cemetery.
3. Employee Updates
 - a. Brown reported 14 new hires and 8 terminations.
 - b. Incidents- Brown reported two minor incidents with one day loss.
 - c. Union update- May reported on union meeting on Oct 14th requested by the union to discuss staffing and what assistance they could offer. The measures used to recruit and what union members could assist with in helping to welcome new employees was discussed.
4. Public Aid- owe for Oct, Sept, and August none paid past month. Total \$462,901.57
5. Memorial Fund- Brown reported a 2015 Van is being purchased from Southern Bus & Mobility (Breese, IL) with gift foundation awarded (\$24,200) and memorial funds for a total of \$42,566.00 to replace 2001 vehicle. Other projects discussed were the library in the south/ east sitting room and shower room upgrades for heat and repair of tiling.
6. Rental House- Brown reported the permit to burn has been received and the local fire dept will be doing training and complete burn will be scheduled once harvest is complete in the neighboring field.
7. Brick rental house- Roof completed past week
8. Dishwasher— Brown reported that the dish washer has been ordered - shipped 11/4. Installed will be scheduled once all plumbing work is completed. Donya, dietary supervisor, and Lorna did a site visit for floor plan ideas for the dish room.. .
9. Hillcrest budget review-
 - a. Monthly review of expenses vs costs- noted water tank costs were paid reflecting the increase in bills.
 - b. Financial report requested by finance committee
 - c. Budget review –
 - d. Building Fund- Brown reported that after discussing the designation of a fund with the treasurer the current capital fund can be designated as a Capital/Building fund beginning in the new fiscal year.
 - e. Farm account- funds received and submitted to Heart technologies for payment. Ongoing discussions will be held in 2015 on how to fund this account for FY16.
10. Integrated Communication systems-computers are connected to the server, time clock software has been installed. The payroll software and phone connections will be integrated soon. The video camera to the main entrance has been installed. Elevator work is scheduled for 11/18/14

11. Discussion of Phase three plans:

- a. Water emergency repairs- Brown updated members that water tanks have arrived, temporary tanker in place and tested. Temporary water supply tested today and building is being constructed. Progress is going well.

12. Preston motioned for approval of bills in the amount of \$569,412.89. Waller seconded.

13. Next meeting-December 3, 2014 4:30 pm Hillcrest Conference room.

14. May motioned to adjourn meeting at 5:40pm Waller seconded.