

**Health and Social Services Committee Meeting Minutes
Hillcrest Home**

4:30 p.m. Wednesday January 7, 2014

**Present: Chairman Jan May, Bill Preston, Karen Urick, Jason Rusk Maintenance Supervisor,
Julie Kaufman bookkeeper, Lorna Brown administrator**

1. Meeting began at 4:30pm with tour of water pump house and new water system, library remodel, kitchen dish room before renovation begins
 - A. Preston motioned to approve January 2015 agenda, Urick seconded,
 - B. Preston motioned to approve December 2014 minutes, Urick seconded.
 - C. No public comments
 - D. Brown reported current census was 101.
2. Public Relations/Updates: Christmas pictures in paper in response to angel tree program.
3. Employee Updates
 - a. Brown reported 1 new hire and 7 terminations.
 - b. Incidents- Brown reported two minor incidents both resolved.
 - c. Union update- none
4. Public Aid- owe for December, November, October, September = Total \$558,647.23
Paid August \$185,326.86
5. Memorial Fund- review of purchases made and account balance, staff input on future projects, Library and shower room upgrade in progress.
6. South/East family room- painted and new furniture to convert to library, waiting on desk remodel for wall restructure.
- 7 Rental House- \$15,600 electrical repair claim to insurance- Hillcrest has \$5,000 deductible.
8. Dishwasher—working on floor plan with MSI, equipment arrived. Work on dish room to begin next week 1/12/14
9. Hillcrest budget review-
 - a. Monthly review of expenses vs revenue- Julie Kaufman attended meeting to review year end income statement and account balances.
 - b. Budget Review- Figures reviewed for FICA, TORT and IMRF which came in under budgeted levied amount. Review noted income was slightly over budgeted amount with expenses slightly under budget. Final figures are awaiting audit of 2014 fiscal year.
 - c. Building Fund- Brown reported that the designation of the Capital/Building fund will be reflected on the December income statement. In 2015 committee will be looking at new generator.
10. Integrated Communication systems- IDPH has approved call light system waiting for in writing correspondence will start final installment.
11. Discussion of Phase three plans:
 - a. Water emergency repairs- update— completion of tanks and piping is done, water tanker returned, papers of completion to EPA. Tour of new water system conducted with information presented by Jason Rusk, Maintenance Supervisor.
12. Preston motioned for approval of bills in the amount of \$580,116.90. Urick seconded.
13. Next meeting- February 4, 2014 4:30 pm Hillcrest Conference room.
14. Preston motioned to adjourn meeting at 6:30pm Urick seconded.