

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

**4:30 p.m. Wednesday February 4, 2014**

**Present: Chairman Jan May, Bill Preston, Karen Urick, Lorna Brown administrator**

1. Meeting began at 4:30pm
2. Urick motioned to approve February 2015 agenda, Preston seconded,
3. Preston motioned to approve January 2015 minutes, Urick seconded.
4. No public comments
5. Brown reported current census was 100.
6. Public Relations/Updates: Thank-you and photos for Christmas gifts were sent to local papers-
7. Employee Updates
  - a. Brown reported 6 new hire and 4 terminations.
  - b. Incidents- Brown reported two minor incidents both resolved- no medical treatment needed.
  - c. Union update- none
  - d. Claims- reviewed by entire committee
8. Public Aid- owe for January, December, November, October, September = Total \$681,439.83  
None paid past month
9. Memorial Fund- We reviewed purchases made and account balance. The staff has held several fund raisers and will have input on future projects. Their money will be listed in the restricted funds under the heading of Concessions/fundraiser.
10. Dishwasher— Work on dish room in progress and updates were given by Brown. We anticipate the project part 1 to be completed by next week.
11. Farm account – We reviewed the new access drive to the farm property from Route 82.
12. Hillcrest budget review-
  - a. Monthly review of expenses vs revenue-
  - b. Budget Review-
  - c. Building Fund-
13. Integrated Communication systems- Brown gave update on the project. Heart Technology was back in building and proceeding with the call light system and door alarm system. We anticipate everything to be up and running by Mid- March.
14. Discussion of Phase three plans: We will begin to do work on a cost/profit analysis concerning the building of private room addition to the north side of the building.
15. Member Preston motioned for approval of bills in the amount of \$517,735.17. Member Urick seconded.
16. Next meeting- March 4, 2015 4:30 pm Hillcrest Conference room.
17. Preston motioned to adjourn meeting at 6:00pm Urick seconded.