



**Rolling Hills Committee Meeting
Building Meeting
August 16, 2021**

Present: Toni Wissestad, Mary VonRuden, Adam Balz, Wallace Habegger, Alan McCoy
Others: Linda Smith, Garlynn Brookshaw, Tina Osterberg

- **Call to Order/Roll Call** – The meeting was called to order at the Justice Center Assembly Room at 4:00 p.m. by Chair T. Wissestad. Roll Call: T. Wissestad, here; M. VonRuden, here; A. Balz, here; W. Habegger, here; and A. McCoy, here.
- **Public Comment** – No comments.
- **Review of Minutes - Motion made by W, Habegger, seconded by M. VonRuden, to approve the minutes of July 19, 2021. Motion carried 5-0.**
- **Business Report** –
Presentation of Finances – G. Brookshaw presented the financials for June 2021.

Budget Adjustment(s) – Motion made by A. Balz, seconded by M. VonRuden, to bring the budget adjustment in the amount of \$102,755.14 to the floor for approval. Discussion held. Motion carried 5-0. Motion made by A. McCoy, seconded by M. VonRuden, to bring the budget adjustment in the amount of \$16,769,718.73 to the floor for approval. Discussion held. Motion carried 5-0.

- **Administrator's Report -**

Census Update – L. Smith updated on our current census.
Today's Nursing Home Census = 58 (80 total licensed beds)
Today's Assisted Living Census = 7 (8 total licensed beds)

Monthly Report – L. Smith reported admissions to Rolling Hills continue to be on hold due to staffing levels and a decision was made to consolidate units by closing 2nd floor. Second floor will be held closed for future COVID infected residents if the need arises. L. Smith informed the wage increase was put in affect for those specified positions to help entice and retain staff.

L. Smith informed there is some flooring throughout the building that needs to be addressed right away due to asbestos and monies from the capital budget will be used for this.

- **2022 Preliminary Budget**

Private Pay Rates – G. Brookshaw explained and shared the breakdown of increases in rates for the past years and where we need to be when we move into the new building. **Motion made by M. VonRuden, seconded by W. Habegger, to increase the private pay rates \$10 effective 1/1/22 and October 1st an addition \$5. Motion 5-0.**

CBRF Rates – Motion made by W. Habegger, seconded by A. Balz, to increase the CBRF rate Level 1 by \$9 effective 1/1/2022 and \$9 effective 10/1/2022, Level 2 by \$14 effective 1/1/2022 and \$14 effective 10/1/2022, and Level 3 by \$14 effective 1/1/122 and \$14 effective 10/1/2022. Motion carried 5-0.



RCAC Rates - G. Brookshaw will present more detail and amounts on the RCAC rates at the next meeting.

ADRC Meals – L. Smith shared the cost of food has gone up tremendously. Currently the ADRC is charged \$4.30 per meal and the recommendation would be for \$4.50 per meal. **Motion made by W. Habegger, seconded by A. Balz, to approve the increase to \$4.50 per meal to the ADRC. Motion 4-1.**

- **Building Project**

Building Update - L. Smith reported issues with rain but back on track.

Request For Proposals – The committee agree to act on all six RFPs as one. **Motion made by A. Balz, seconded by M. VonRuden, to approve the Request for Proposals. Motion carried 5-0.**

Invoices – **Motion made by M. VonRuden, seconded by A. McCoy, to approve the invoices in the amount of \$1,096,375.27. Motion carried 5-0.**

- Future meeting date September 20, 2021, at 4 p.m. in the Monroe County Assembly Room.
- **Adjournment** – **Motion made by A. Balz, seconded by M. VonRuden, to adjourn the meeting at 5:38 pm. Motion carried 5-0.**

Garlynn Brookshaw
Business Services Director
Recorder