



COMMITTEE MEETING MINUTES
August 19, 2019

BOARD MEMBERS PRESENT:

Jim Schroeder, Chairperson
Rod Sherwood, Vice Chair
Pete Peterson, Member
Mary VonRuden, Member
Dean Peterson, Member

RESOURCE PERSONS:

Linda Smith, Administrator
Garlynn Brookshaw, Business Services Director
Tina Osterberg, Monroe County Administrator

1. **Call to Order/Roll Call** - The meeting called to order by J. Schroeder at 4:00 p.m.
Roll call: J. Schroeder, here; R. Sherwood, here; P. Peterson, here; M. VonRuden, here;
2. **Public Comment** – No public comment.
3. **Review of Minutes for June 24, 2019** – P. Peterson requested the minutes to be amended as follows: Agenda item #6 add to first sentence it will save the county \$1 million a year on the tax levy. Agenda item #6 add Rod Sherwood stated there should be a discussion once the lawsuit is over about whether to include an 80 bed skilled nursing home in the project because the county will lose the other 55 beds if it only uses 25 of them in the project. Rod Sherwood commented just build it bigger as he doesn't believe the taxpayers are going to care. Rod Sherwood feels the taxpayers have been supporting Rolling Hills and he thinks it should be a real discussion because once we lose them, they're gone. Motion by M. VonRuden, seconded by P. Peterson, to approve the minutes of June 24, 2019, as amended. Vote 4-0. Motion carried.

4:05 p.m. Dean Peterson entered the meeting.

4. Business Reports -

- A. **Presentation of Financials** – G. Brookshaw presented the June 2019 and July 2019 financials.

5. Administrator's Report –

- A. **Census Update** – L. Smith updated on our current census.



Today's Nursing Home Census = 68 (80 total licensed beds)
Today's Assisted Living Census = 7 (8 total licensed beds)

B. Monthly Report – L. Smith stated in follow up to last month's discussion regarding the state survey, the plan of correction was accepted and we are corrected as of July 31, 2019, for clinical and life safety. L. Smith apprised the state made another visit to the facility as a follow up to an anonymous complaint.

6. **Meal Site Bid 2020** – G. Brookshaw distributed a projected revenue comparison for senior meals at our current price per meal and also with an increase of \$.15 per meal. L. Smith stated we would request to increase the cost per meal from \$3.85 to \$4.00. D. Peterson questioned if this was enough to cover our costs and would like to see it raised more.

Motion made by P. Peterson, seconded by R. Sherwood, to raise the cost per senior meal to \$4.10. Vote 4-1. Motion carried.

7. **Private Pay and CBRF 2020 Rates** – G. Brookshaw distributed a rate comparison sheet outlining past yearly increases and other surrounding area nursing home current rates.

Motion made by R. Sherwood, seconded by D. Peterson, to increase the nursing home private pay rates by \$5 per day effective January 1, 2020, and \$5 per day effective July 1, 2020, and increase the private pay CBRF rates by \$4 per day effective January 1, 2020. Vote 5-0. Motion carried.

8. **Preliminary Capital Budget** – L. Smith informed the committee of the capital items that are still not completed this year such as the Wander Guard system, flooring, plumbing, and the roof. L. Smith commented some of the 2020 items that we will be putting on the capital budget include beds, mechanical lift, insulated heating cabinet, as well as some other items that will be put on the list as soon as pricing is available. This information will be brought to next month's meeting.

9. **Budget Adjustment** – G. Brookshaw stated that a budget adjustment is needed for our transportation budget due to our van being hit by another driver and that driver's insurance paying Rolling Hills for the work and we in turn paid the body shop. This was not a budgeted revenue or expense, therefore, both need to be adjusted so these accounts are not over budget.

Motion made by P. Peterson, seconded by D. Peterson, to approve the budget adjustment of \$2,225.10. Vote 5-0. Motion carried.

10. **Next Meeting Date & Time** - Monday, September 16, 2019, at 4 p.m.



11. **Next Month's Agenda Items** – Budget Review, Maintenance Costs for 2019.

12. **Adjournment** - Motion made by D. Peterson, seconded by M. VonRuden, to adjourn the meeting at 4:46 p.m. Vote 5-0. Motion carried.

Submitted by
Garlynn Brookshaw