



**COMMITTEE MEETING MINUTES  
November 18, 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

1. **Call to Order/Roll Call** - The meeting called to order by J. Schroeder at 4:01 p.m. Roll call: J. Schroeder, here; R. Sherwood, here; P. Peterson, here; M. VonRuden, here; and D. Peterson, here.
2. **Public Comment** – No public comment.
3. **Review of Minutes for October 21, 2019 – Motion made by D. Peterson, seconded by R. Sherwood, to the minutes of October 21, 2019. Mary expressed the minutes do not reflect her wish at last month’s meeting for a resolution and her request for it to be put on the next month’s agenda. Vote 5-0. Motion carried.**
4. **Business Reports** -
  - A. **Presentation of Financials** – G. Brookshaw presented the financials for September 2019.
5. **Administrator’s Report** –
  - A. **Census Update** – L. Smith updated on our current census.  
Today’s Nursing Home Census = 65 (80 total licensed beds)  
Today’s Assisted Living Census = 7 (8 total licensed beds)
  - B. **Monthly Report** – L. Smith stated new Medicare payment system is being implemented and so far it is a learn as you go with multiple updates from the feds and the software company. L. Smith reported an Ethics & Compliance meeting was held and another one is scheduled at the end of this week. Once the policy is finalized it will be brought back to this committee for review. L. Smith commented a table top emergency exercise was held on October 30<sup>th</sup> with several surrounding



nursing homes, along with home health agencies and county emergency management personnel, to run through our processes.

6. **Plumbing Project** – L. Smith shared the plumbing project is to begin in December. L. Smith and Garry Spohn, Maintenance Director, met with Don's plumbing and went over other options. Don's Plumbing looked at ways to save money and do less dry wall. After lots of discussion an option was given that would take less time to complete, provide less risk of something happening to the old pipes while the project proceeded, and potentially provide a cost savings. L. Smith will keep the committee apprised.
7. **Next Meeting Date & Time** - Monday, December 16, 2019, at 4 p.m.
8. **Next Month's Agenda Items** – M. VonRuden stated that she could not hear the whole meeting so she doesn't have anything. Dean informed Mary if she has anything for next month's agenda to let Jim Schroeder know and he will put it on. P. Peterson reiterated to contact J. Schroeder with anything she would like on the agenda and if he does not answer then contact P. Peterson.
9. **Adjournment - Motion made by D. Peterson, seconded by R. Sherwood, to adjourn the meeting at 4:32 p.m. Vote 5-0. Motion carried.**

Submitted by  
Garlynn Brookshaw