



MEETING - MINUTES

GOVERNMENTAL BODY: Waupaca County Lakeview Manor Committee
PLACE: 912 Manor Drive, Weyauwega, WI 54983
Lakeview Manor conference room
DATE: May 24, 2016
TIME: 9:00 a.m. started
10:15 a.m. adjourned

Committee Members: Chair: Supervisor Barrington, Supervisor Sorensen, Supervisor Johnson, Supervisor Handrich, and Supervisor Penney.

Minutes

OPEN SESSION – Chair Barrington called the meeting to order.

Open Meeting Statement: This meeting and all other meetings of this Committee are open to the public. Proper notice has been posted and given to the press, in accordance with Wisconsin Statutes so that the citizenry may be aware of the time, place, and agenda of this meeting.

Roll Call

Supervisors Barrington, Penney, Handrich, Johnson, and Sorensen. Also present: Bonnie Ackley-Administrator, Karen Timm-Business Office Manager, 2 public attendees, Dick Koeppen-County Board Chair, Diane Meulemans-Corporation Counsel

1. Review and approve agenda
 - a. Approval of the agenda as written motion made by Supervisor Sorensen with a second by Supervisor Johnson; motion carried without a negative vote.
2. Review and approve minutes of the previous meetings – 4/26/2016
 - a. Motion made by Supervisor Sorensen with a second by Supervisor Johnson to approve the minutes; motion carried without a negative vote.
3. Public Comments
 - a. Two people attended the entire meeting. They both commented on the Community Health Action Team, and on the need for Waupaca County to have a facility for heroin addicts to live in after jail or discharged after treatment so as not to return to their “old” and “unhealthy” environment. The Board listened to their comments, no specific action taken.
4. Administrator’s Monthly Report- presented by Bonnie Ackley.
 - a. Communications
 - i. Come Unto Me Book – program versus request, we no longer request 2 thank you books
 - b. Education
 - i. Crystal – MDS Nurse – sent to learn changes coming
 - ii. Patti – DON – sent to area DON meeting and 3 day session/1st half DON training – 2nd half and test for Certification as DON in August
 - iii. Relias – online learning – reviewed and changed
 - c. Self Reports
 - i. One current report not yet decided on by the state
 - d. Corporate Compliance
 - i. Business Associates

- e. Staff Hires
 - i. Summary of new hires provided (attached to this report)
 - f. Resident Census
 - i. 28 with admissions and discharges occurring
 - g. Marketing
 - i. Progress on investigation of marketing reported
 - h. Survey Readiness
 - i. Progress on survey ready book
 - ii. Pharmacy nurse coming to observe nurse med pass then provide education as needed
 - i. National Nursing Home Week – Resident/Family Dinner, Senior Citizen Fair, Community Supper, Church Services of their church
 - j. Payroll Based Journal
 - i. Explanation of program
 - k. Financial Statements – Accounts Payable
 - i. Capital Expenditures
 - 1. Karen Timm presented financials for April 2016.
 - l. Transportation From Hospital – Admission
 - 1. Change in policy to use the facility van for transporting new admissions from the hospital setting to promote ease of discharge planners at hospitals to discharge to the facility
5. Consideration for action to be taken by the Committee
- a. None
6. Approval Of Financial Reports
- a. Motion made by Supervisor Johnson with a second by Supervisor Sorensen to approve the financial reports as presented. Motion carried.
7. Adjourn
- a. Motion made by Supervisor Handrich to adjourn with a second by Supervisor Sorensen. Motion carried.

Next meeting to be held in the Lakeview Manor Conference room on June 28, 2016, at 9:00 AM.