



MEETING MINUTES

GOVERNMENTAL BODY: Waupaca County Lakeview Manor Committee
PLACE: 912 Manor Drive, Weyauwega, WI 54983
DATE: November 28, 2016
TIME: 10:00 a.m.

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

Minutes

OPEN SESSION – call to order by the Chairman of the Committee,

Open Meeting Statement: 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: G. Barrington, Supervisor Sorensen, Supervisor Johnson, Supervisor Handrich, and Supervisor Penney, all members present.

Public Comment-Family Member, Mr. Dan Gans again complimented Lakeview on the outstanding care services provided to his mother

1. Review and approve agenda-Supr. Sorensen motioned, Supr. Johnson seconded the motion to approve the agenda. The motion carried without a negative vote.
2. Financials/Capital update-Karen: Karen shared financial and capital update. Supr. Johnson moved and Supr. Handrich seconded the motion to approve the financial statement. The motion carried without a negative vote.
3. Parking lot repair update-The Committee recommended that Todd work with the new civil engineer, Kyle Fischer regarding parking lot drainage issues when Kyle starts in January, 2017.
4. Administrator's report:
 - a) Current census-27
 - b) Upcoming Admissions/Discharges-0/0
 - c) Building Security Plan – new security locks installed and staff can access only with Relias code; facility nurses were re-inserviced on pm shift regarding the front door lock-up procedure.
 - d) Resolution No. 24 Status – letter drafted to Governor, signed by Board and mailed out. Supr. Penney moved and Supr Handrich seconded the motion to sign and mail Resolution No. 24 to the Governor. The motion carried without a negative vote.
 - e) Marketing Update
 - A) Social Media Plan Proposals- Socialwebdezine is the leading vendor of choice based on cost and quality factors. Decision to be made during week of 12/05.
 - B) Marketing Outreach Plan Update --Facility now has written marketing outreach plan, assignments, and tracking tools. Two addition facility managers have asked to take increased roles to support the outreach efforts.
 - f) Long-Range Planning-Todd
 - 1) Veterans Housing and Recovery Program-Feedback from Leona Magnant(DQA)(regs); feedback from Attorney Maureen Molony; other feedback
 - a) A VHRP-Lakeview Manor subcommittee has been established to evaluate and possibly plan for this initiative.

- 2) Strategic Planning- Todd discussed the SWOT analysis processes completed on other possible initiatives such as a designated rehab unit, secured dementia unit, assisted living unit, special care wings –bariatric care, hospice care, wound care.
- g) Preparation for December County Board Meeting (12/20) – family thank you letter (6/2016); Newspaper article.
5. Adjourn Meeting. Supr. Sorensen motioned and Supr. Penney seconded the motion to adjourn. The motion carried without a negative vote.
6. Next meeting will be held at the Lakeview Manor Conference Room on December 27th at 9:00 AM

Submitted by: Todd Greeneway, NHA