

# Green County Committee Meeting

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## Pleasant View Nursing Home Oversight Committee Meeting Minutes March 6, 2018

The meeting was called to order at 6:00 pm by Herb Hanson. Present were Herb Hanson, Dennis Everson, John Glynn, Gary Neuenschwander and Joan Rufenacht. Also present were Terry Snow and Cathy Putnam

Herb Hanson called for a review and approval of the January meeting minutes. Joan Rufenacht made a motion to approve the January committee meeting minutes. Gary Neuenschwander seconded the motion. The committee voted all in favor.

### **Operations Report presented by Terry Snow, Administrator:**

1. The annual audit of financials was completed on Thursday March 1, 2018
2. The orientation of the two new employees for the maintenance department is going along smoothly. Three staff members retired with the last one retiring on March 1, 2018.
3. The replacement of the cooler/freezer in the Food Service Department is now complete. Rufer Refrigeration completed the project and did a very good job.
4. Presentation of the number of admissions and discharges for 2017 and a comparison of the admitting diagnosis in years 2016 and 2017.

### **Financial Report:**

- Cathy Putnam presented the January expense and revenue report.
- The date of March 13 has been set for the review and approval of the February bills.

### **Phase One Project:**

1. On February 28, 2018 at noon, bids for the Phase One project were due. The bids were opened and submitted to Jeff Mishler, Community Living Solutions, Director of Construction. Also present at the bid opening were Duane Helwig and Pam Pelot from Community Living Solutions along with Terry Snow and Cathy Putnam.
2. Terry present an update to the approved 2018 budget identifying a change in the funds available for the project. The bid tabulation was presented that identified the approved contractors for the project. The proposed cost of the project is not to exceed \$1,129,718.00.
3. Dennis Everson made a motion to approve the amount of \$1,129,718.00 for a building construction contract with Community Living Solutions for a renovation dedicated to creation of a new lobby entry, renovation of four resident rooms, relocation of the therapy gym, salon and physician office to the first floor and administrative offices on the ground floor. The motion was seconded by Gary Neuenschwander. The committee voted all in favor.

John Glynn made a motion to adjourn, seconded by Dennis Everson. The committee voted all in favor. The meeting was adjourned. The next meeting will be held on April 12, 2018.