



APPROVED MINUTES
Bloomfield Committee
Thursday, May 28, 2015, 1:30 p.m.
Bloomfield Healthcare and Rehabilitation Center
3151 County Road CH
Dodgeville, Wisconsin

**Iowa
County
Wisconsin**

1	Meeting was called to order by Chairman Dr. Jinkins at 1:30 p.m.
2	Roll Call was taken. Members present: Dr. Jinkins; Anderson; Palzkill; Paull. Absent: Thomas. Others present: Penny Clary; Melody Bahr; Mary Crook; Tessa Fure; Kari Grady; Jake Tarrell; Mark Vondra; Karen Oellerich; Jason Reynolds.
3	Approve the agenda for this May 28, 2015 meeting. Motion by Anderson to approve the agenda for this May 28 meeting. Member Palzkill seconded the motion. Motion carried.
4	Approve the minutes of the April 30, 2015 meeting. Motion by Paull to approve the minutes of the April 30 meeting. Anderson seconded the motion. Motion carried.
5	Report from committee members and an opportunity for members of the audience to address the Committee. Paull asked about an Intern position looking forward to do the newsletter and get information to the community. Paull feels there needs to be positive information to the public with possibly a weekly article to the Chronicle and feels people look forward to the monthly newsletter. Anderson felt someone like Anne Bachner may work on a contract type situation. A contract, with no benefits, to go through the referendum or paid by product would be favorable. Oellerich commented that in the future a Foundation/Marketing/Public Relations position may be needed and increasing public relations is becoming the trend in many public entities.
6	Update from the Naming Committee. Carol Anderson was appointed as Chairperson of the Gifting/Naming Committee. Other members include Dan Nankee, Brad Biddick, and Karen Oellerich. The first Gifting/ Naming Committee meeting was held on May 18. Anderson feels two important items are segregating the funds and forming a foundation. The possibility of working with a bank with several foundations has been suggested. The bank invests the funds and is the governing board. Another advantage is with the required 5% disbursements annually, the 5% is spread over every foundation they are working with. Anderson and Biddick have a meeting with Dubuque Bank and Trust on June 11. Anderson and Nankee have spoken with Matt Allen, Corporation Counsel as well as Curt Kephart and John Meyer regarding the possibility of a Foundation, what involvement Corp Counsel would have, and procedures regarding gifting and naming possibilities. Anderson stated attorneys are expensive. Oellerich asked if the procedure for a Foundation would be that all donations coming into Bloomfield would go into the Foundation and department heads would apply for those donations. Anderson concurred that would be the procedure. After the next Gifting/Naming Committee meeting, more details will be available.
7	Engberg Contract Update. The original contract got caught in SPAM email and receipt was delayed. Curt Kephart took that contract to an outside attorney and they came up with a number of changes. The attorney was not comfortable with the format causing further delay. Kephart is e-mailing Kevin Higgs from Samuels Group a contract format that Iowa County likes. Member Anderson felt Engberg had set up the contract so that they could be the next architect. There is a scheduled meeting with Engberg on Tuesday, June 2 with staff, residents and family. An engineering tour will take place that day also. Clary is comfortable with moving forward. Clary shared high level sematic design examples with the committee and committee members will have opportunity for input.

8	<p>Discussion on the Campbell Funds and action on investment recommendation. Jason Reynolds, Investment Consultant from Farmers Savings Bank asked for questions from the committee. Dr. Jinkins would like to see a more conservative approach and confirmed the 1% fee annually for non-profits. Reynolds commented that returns on this portfolio are typically 6 to 9%. With most NTF funds there is no cost to move in or out although at times there may be a transaction fee. Motion by Anderson and second by Palzkill to invest \$200,000 in the portfolio at Farmers Savings Bank. Discussion ensued including Dr. Jinkins comment that he would frown on telling Jason Reynolds how to invest. Reynolds commented there will be monthly statements and he can give quarterly reports. Mark Vondra, Business Manager will sign the paperwork. Motion carried. Discussion ensued regarding the \$475,000 remaining in CD's. Mark Vondra commented that it would be nice to keep in a couple of banks. Currently the Premier checking account has a \$12,000 balance. Motion by Anderson to invest the CD's at the Livingston State Bank with \$75,000 for 6 months; \$100,000 for 18 months; \$100,000 for 24 months; \$100,000 for 36 months and \$100,000 for 48 months. Motion seconded by Palzkill. Discussion ensued regarding FDIC limits. Paull feels safer at Livingston State Bank rather than banks that have home offices out of the area. Dr. Jinkins asked Oellerich to repeat the motion on the table and the motion carried.</p>
9	<p>Resolution on wages for PRN employees. Clary distributed the proposed resolution to the committee. Anderson asked how this resolution would affect the resolution the County board recently passed on May 19. Palzkill commented that resolution affected universal staff. Bahr asked the definition of temporary. Palzkill approved the wages for PRN employees resolution if it is not contradicted by the May 19 County Board resolution. Motion seconded by Anderson. Anderson stated the resolution should be forwarded to HHS June 2 meeting. Motion carried.</p>
10	<p>Resolutions on pay differential for peer/new hire trainers. Clary stated that currently Bloomfield uses employees to train new staff one on one and act as a mentor. This provides new employees with a more pleasant and receptive work environment. The mentors are recommended by their Department Head to serve in this role. It is possible a C.N.A. would need more one on one training than a dishwasher, for example. Typically, a C.N.A. has 10 shifts of training time. Melody Bahr, interim D.O.N. said part of the accountability is the trainer signing off. Motion by Paull to approve the resolution on pay differential for peer/new hire trainers. Motion second by Palzkill. Discussion included Mary Crook, Food Service Supervisor, stated she sees this eliminating orientation as a bad experience. Anderson stated there has been similar discussion with other committees. Paull said this currently is happening in the private sector. Clary sees this as being very beneficial. Anderson suggested strengthening the "whereas". Palzkill felt the importance of the training is employee retention. Motion carried.</p>
11	<p>Social Services Report. Referrals in April 2015 totaled 18 with 7 Accepted & Admitted; 3 Accepted & Lost; 5 Denied; 3 Lost to other facilities. Reasons for declining were generally medical complexity. There were 11 discharges in April as follows: 6 expired; 3 to the hospital; 1 to Assisted Living; 1 to Home. Current census is 61 with 13 Medicare A primary pay source.</p>
12	<p>Nursing Services Report. Melody Bahr, Interim D.O.N. reported that Bloomfield continues to hire C.N.A.'s L.P.N.'s and R.N.'s. A new C.N.A. will start this week and three R.N.'s are going through the background check process. Staffing continues to be a challenge. There are currently 5 L.P.N.'s employed that have graduated and when they pass their boards will go to R.N.'s although a few may pursue other avenues. Improving orientation for staff retention is a focus.</p>
13	<p>Environmental Services Report. Bloomfield has hired a maintenance person and is training this week. Jinkins asked Tarrell about his new position and Tarrell responded that challenges are part of the job. Paull commented if Bloomfield were no longer at this site, there is a private septic hauler interested in the sewer plant. Tarrell didn't feel that is an option here as our system thrives on oxygen. Tarrell didn't feel he could get DNR approval for that. Dr. Jinkins recently attended a Village of Montfort meeting</p>

	<p>where sewer plant regulations were discussed. The goal is for phosphorus levels to be below .075%. Tarrell stated presently Bloomfield is running at a 2 to 3 level. That number could be lowered to 1 possibly by hauling sludge every other year. Tarrell feels it will cost a lot of money to go from 1 to .075. Tarrell thinks our permit allows 8 more years before compliance. Also, Bloomfield may apply for a variance if needed. Current strategy is to delay and wait for technology/changes. There will be a possible fee or penalty if you don't make the goal of .075. Presently, municipalities are being forced to partner with farmers to lower phosphorus levels. Dr. Jinkins commented the Village of Montfort is proposing a \$3.2 million upgrade if they don't meet their goals. Paull said the numbers are deceiving. Tarrell said in the past Bloomfield has been at a 7 or 8. Going from 7 to 4 was not a big deal. Tarrell said with the proposed changes, this started conversation regarding the possibility of a new Bloomfield when concerns arose regarding sewer updates, water tower, private rooms, etc. Tarrell said there are options out there of a tree farm with the goal of keeping water out of creeks. All streams are to be fenced 50 ft. on either side.</p>
14	<p>Business Office Report. Campbell Fund Report: As of 4-30-15; CD's - \$675,000.00; Premier Checking Account - \$12,471.41; LGIP - \$1,857.27; Interest Earned YTD: \$6.84; Expenses Paid YTD: \$2,797.20.</p>
15	<p>Chairman's Report – None.</p>
16	<p>Administrator's Report. April average census is 59. We were able to bill bedhold days in April. The ongoing hearing process is going to a different avenue as to a county hearing. New hires include Sarah Nelson, Employee Relations Assistant and Juli Brandt, Director of Nursing. There were two very qualified applicants for the Director of Nursing. Brandt has a wide range of experience in Home Health; Hospital Nurse; MDS; ADON; DON at Sauk County and a State Surveyor. Dr. Jinkins asked about following the hiring procedure and it seems unclear as to where the procedure originated. Clary stated Balloon Fest is scheduled for Thursday, June 4 and Dr. Jinkins accompanied by Donna Jinkins will be Parade Marshall. The Bloomfield Committee will have an entry in the parade. Dr. Jinkins has reserved a fiberglass cow from Argall Dairy Supply in Belleville.</p>
17	<p>Other Business. None</p>
18	<p>Next meeting date. The next meeting will be Thursday, June 18 at 1:30 p.m. Items to be included in the next agenda include: Balloon Fest report; Contract with Engberg; Foundation update; D.O.N. report; possible publicity person.</p>
19	<p>Adjournment. Motion to adjourn by Paull; second by Palzkill. Motion carried.</p>