

BOARD of TRUSTEES MEETING

TIME: Friday, January 15, 2010
12:00 Noon

PLACE: Trempealeau County Health Care Center
Annex
Timberline Conference Room
23062 Whitehall Road
Independence, WI 54747

PRESENT: Board of Trustees: Ernest Vold, Richard Kiekhoefer, Nelson Richason, Barbara Gronemus
Staff: Phil Borreson, Executive Director, Curtis Johnson, Director of Finance, Bob Gunderson, Maintenance Supervisor

Purpose:

1. The meeting was called to order by Board President Vold who certified compliance with the open meeting law.
2. **Agenda** – The agenda was reviewed. A motion was made and seconded to accept the 15 item agenda as reviewed. Carried.
3. **Minutes** – A motion was made and second to accept the prior Board meeting minutes of December 30, 2008. Carried.
4. **Review/approval of partial December/January expenses** – Partial December/January expenses were reviewed for payment. A motion was made and seconded approving 37961 through 38129 for payment. Motion carried.
5. **Pigeon Falls Health Care Center Remodeling Update** – The Executive Director provided the Board with a Pigeon Falls Health Care Center construction update:
 - Pre-construction meeting held January 14th. USDA, architect, and contractors are ready to begin construction. Construction start is expected within a month.
 - USDA loan closing materials with Corporation Council. Once all material is available to the USDA a closing date will be established.
6. **USRD Loan Application Status** – The USDA loan application has been filed for the update of equipment at the Health Care Center. Application is slowly moving through the system. No action on approval or disapproval has occurred to date.
7. **WCWBH Annual Report** – Curt Johnson, Finance Director provided an annual report on the programs offered through West Central Wisconsin Behavioral Health (WCWBH). The outpatient clinic provides excellent AODA services to

Jackson and most recently Trempealeau County. Future emphasis will be placed on strengthening mental health services.

8. **Lift at Appleway** – The Board reviewed lift information relating to staff/rates and future capacities for Appleway AFH. It appears costs of a single person “transfer” lift could exceed \$8,800.00. In light of the costs the Board asked to view a lift in action and to establish a future date to do so. The Board also cautioned administration on single person transfers while acknowledging the appropriateness of using technology to reduce staff costs.
9. **Dietary “combi” equipment purchase request** –The Board reviewed costs for replacement of a “combi” system cooker being requested by the Dietary Department. The “combi” is essential part of meal production in the department. The present “combi” has been malfunctioning frequently causing meal preparation problems. Costs for replacement ranges from \$13,660.00 Blodgett or \$15,600.00 for a Cleveland “combi”. The Board reviewed the quotes and asked maintenance to review with the manufacturer the present combi as it was only eight years old. Maintenance will contact the present Blodgett manufacturer to review any potential for extending the life of the present combi.
10. **Fire Caulk Authorization** – Maintenance requested authority to contract with a local company to do code requirement caulking throughout the facility. A motion was made and seconded authorizing maintenance to have the work done. Motion carried.
11. **Aging Vehicle – Assume Ownership** – It was noted that Aging is willing to provide TCHCC with a 2001 Dodge (high profile, handicapped lift). The Board willingly accepted the transfer of the vehicle from Aging to TCHCC as we can use for meal and laundry transports. The Executive Director will convey the appreciation of TCHCC to Aging.
12. **Establish Foundation Bank Account** – Finance Director, Curtis Johnson requested permission to establish a bank account for the newly established “Trempealeau Cares Foundation”. A motion was made and seconded allowing Mr. Johnson to establish the account at the Whitehall/Pigeon Falls Bank, Whitehall with signature authorization to Mary Gullicksrud, Phil Borreson and Curt Johnson. Motion carried.
13. **Leave Requests** – An Activity employee requested a leave of absence from February 1 – April 1, 2010. The purpose of the leave was to take a substitute teaching job. She would like the opportunity to come back to Activities after the leave. A motion was made and seconded to grant the requested leave as she is an exemplary employee. Motion carried.

A medical leave was requested to the end of May following 12 weeks of FMLA. A motion was made and seconded granting the medical leave until February 28,

2010. The employee is to use personal leave time during the medical leave period without additional accrual on said leave. Motion carried.

14. As there was no other business to be brought before the Board of Trustees, a motion was made and seconded to adjourn. Meeting adjourned with the following meeting date and times established.

Regular Meeting Dates

- January 27, 2010 – TCHCC, Four Season Room, 12 Noon
- February 10, 2010 - TCHCC, Four Season Room, 12 Noon
- February 24, 2010 - TCHCC, Four Season Room, 12 Noon

Tour Dates

- January 28, 2010 – 9:00 am to Owen, WI
- February 11, 2010 – (time not determined) – La Crosse (Handicap lift)

Michelle Haines

Michelle Haines, Secretary