

BOARD OF TRUSTEE MEETING

Time: Wednesday, December 15, 2010
12 Noon

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

Present: Board of Trustees: Doug Winters, Nelson Richason, Ernest Vold,
Barb Gronemus, Michelle Haines
Staff: Phil Borreson, Executive Director; Mary Gullicksrud,
Administrator; Curt Johnson, Director of Finance; Bob Gunderson,
Maintenance Supervisor

Purpose:

1. The meeting was called to order by President Winters who certified compliance with the open meeting law.
2. **Agenda** – A motion was made and second to approve the agenda as presented. Carried.
3. **Minutes** – A motion was made and second to accept the minutes of the November 24, 2010 Board of Trustees Meeting.
4. **Review/approval of partial November/December 2010 expenses** – Partial November and December expenses were reviewed for payment. A motion was made and seconded approving vouchers #40864 - #41044 for payment. Discussion. Carried.
5. **Landscape Contract Update** – Mary reported discussion between her and Coulee Region Landscapers regarding the renewal of a landscaping maintenance contract for 2011. Further information will be available at the next Board Meeting.
6. **Landscape Request for Riverway, Pigeon Falls** – Phil discussed working with the neighbor of the Riverway adult family homes as he works on general movement of fill and dirt on his property and the proposed impact on the adult family home property. The Board asked Phil to continue the discussion.
7. **PFHCC Programs Update** – Riverway South and North have been moved in to and the clients have settled in. All involved in the move were thanked for making it go smoothly. The Open House at PFHCC was a success with about 180 in attendance throughout the day and evening. The hospice suites have been used several times with very nice comments from family/staff. They seem to offer an environment that is comfortable.
8. **Auto** – One of the vehicles in the fleet – the Chevy Lumina has 190,000 miles. The proposal is to refit the separation piece from the Lumina into the black Taurus and sell the Lumina. A motion was made to act on the proposal as presented, seconded and carried.
9. **Occupancy Update** – A handout was shared indicating profit/loss through October reflecting occupancy rates and use of programs. There has been new usage by 3 Wisconsin counties as of late that hadn't in the past used TCHCC services. Discussion continued that we need to

continue to legislatively keep the discussion of the Bed Tax on the IMD in the forefront, especially in light of the new state administrative players.

10. **HomeFree Expansion Request** – In keeping with the prior decision to make HomeFree available throughout the full building at the main center for ensured safety of the residents and allowing additional resources through their recovery, a request to expand the system to the first floor with funds that are available yet in 2010. A motion was made, second and carried to spend \$15,036.75 for equipment and \$4,575.00 for installation of that system per proposal.
11. **Lawn Mower Bids/Purchase Selection** – After reviewing bids received at the last meeting, the maintenance department is recommending purchase of the Kubota 2D331 LP-72 Diesel at a cost of \$12,675.00 from Value Implement, Arcadia, WI. A motion was made to purchase the mower and pay in 2010 with the understanding it will be stored at the dealer until spring delivery and the warranty will not begin until that time. Second and carried.
12. **Personnel Issues** –
Succession Plan Update – Mary reviewed a handout introducing personnel filling positions and accepting different/additional responsibilities as a result of Phil's retirement and other changes within the organization. Although change is inevitable in these types of situations, the guidance toward filling positions includes the commitment of the organization to its mission and vision of continued high level of care and support by all staff. A motion was made and second to accept the transition plan as presented. Carried.
Leave Requests – A motion was made and second to approve an extension on a previous medical leave. Carried. A motion was made, second and carried to approve a staff member's medical leave that is not eligible for Family Medical Leave.

Meeting dates:

Wednesday, December 29, 2010 – 10:00 AM Retirement Reception for Phil –
TCHCC
11:30 AM Board of Trustees Meeting –
TCHCC, Four Seasons Room
Wednesday, January 12, 2011 – Board Meeting
Wednesday, January 26, 2011 – Board Meeting
February 23, 24, 2011 – Public Policy WAHSA Meeting, The Concourse,
Madison, WI

Meeting adjourned.

Michelle Haines, Secretary