

**COLUMBIA HEALTH CARE CENTER COMMITTEE MEETING**

Minutes of Regular Meeting: **Tuesday, September 6, 2022**

MEMBERS PRESENT: *Char Holtan*, Chair; *Andrew Kolberg*, Vice Chair; *Tess Carr*, Secretary; and *Josiah Wynn*.

Also, in attendance during all or portions of the meeting: *Amy Yamriska*, Administrator; *Katie Parlier*, Accounting Supervisor; *Chris Polzer*, County Board Chair; *Jessica Hale*, Assistant Corporation Council and *Jennifer Brandner*, Executive Assistant.

ABSENT: Troy Ryan (Excused)

Char Holtan called the meeting to order at 9:00 a.m. and the meeting was legally noticed and published.

**Agenda**

**MOTION: TO APPROVE AGENDA AS PRESENTED.**

Motion made by Josiah Wynn, second by Andrew Kohlberg. Motion carried, voice vote.

**Minutes**

**MOTION: TO APPROVE THE MINUTES AS PRESENTED FOR AUGUST 2, 2022.**

Motion made by Tess Carr, second by Josiah Wynn. Motion carried, voice vote.

**Expenditure Report:**

The committee reviewed the expenditure report detailing payments made from August 1, 2022 to August 31, 2022.

**MOTION: TO APPROVE THE EXPENDITURE REPORT AS PRESENTED FOR THE MONTH OF AUGUST FOR \$473,296.59.**

Motion made by Andrew Kohlberg, second by Tess Carr. Motion carried, voice vote.

**Financial Statements:**

Katie Parlier reviewed the financial statements.

**MOTION: TO APPROVE THE FINANCIAL STATEMENTS FOR THE MONTH OF JULY AS PRESENTED.**

Motion made by Tess Carr, second by Andrew Kolberg. Motion carried, voice vote.

**Retirement Resolution- J.Z.:**

The committee thanked and commended the employee for her years of service and dedication to the Health Care Center.

**MOTION: TO APPROVE THE RETIREMENT RESOLUTION AS PRESENTED.**

Motion made by Char Holtan, second by Josiah Wynn. Motion carried, voice vote.

**Corporate Compliance Discussion:**

Amy Yamriska and Jennifer Brandner reviewed the description of the Federal Tag for Compliance and Ethics to the committee. Explained the importance of educating the board members and staff about Corporate Compliance.

**Change in Outlay:**

Amy discussed and answered questions about the change in outlay.

**MOTION: TO APPROVE MOVING CAPITAL OUTLAY FROM BACK DRIVEWAY RESURFACING ITEM TO ROOF- HOUSE ITEM IN THE AMOUNT OF \$2,790.**

Motion made by Josiah Wynn, second by Tess Carr. Motion carried, voice vote.

**Discussion Regarding Recruiting Employees from the Philippines:**

Amy Yamriska discussed and answered questions about the information provided for recruiting employees from the Philippines. Reviewed a Powerpoint presentation on the current trends of the labor force and provided more information about the International Manpower Connection Company. Continue researching the company and find out who regulates the PERM program (Program Electronic Review Management).

**Administrator's Report:**

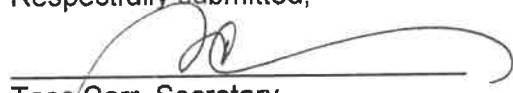
Amy Yamriska reported on August's activities. Copy of the report kept at Columbia Health Care Center.

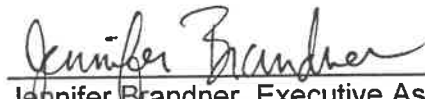
**Adjournment:**

**MOTION: TO ADJOURN MEETING AT 10:47 AM.**

Motion made by Josiah Wynn, second by Andrew Kolberg. Motion carried, voice vote.

Respectfully submitted,

  
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Tess Carr, Secretary  
Columbia Health Care Center Committee

  
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Jennifer Brandner, Executive Assistant  
Columbia Health Care Center

Cc: Health Care Center Committee; Chris Polzer, County Board Chair;  
Amy Yamriska, Administrator

**Next meeting is scheduled for Tuesday, October 4, 2022 at 9:00am. This meeting will take place at the Administration Building in meeting room 115.**