

**COLUMBIA HEALTH CARE CENTER COMMITTEE MEETING**

**Minutes of Regular Meeting: Tuesday, October 4, 2016**

PRESENT: *Don DeYoung*, Chairman; *Barry Pufahl*, Vice Chairman; *John Tramburg*, Secretary; *Steve Attoe* and *Susanna Bradley*.

ALSO PRESENT: *Amy Yamriska*, Administrator; *Mary Cupey*, County Board Vice Chair and *Katie Parlier*, Accounting Supervisor.

Don DeYoung called the meeting to order at 9:02 a.m. and the meeting was legally noticed and published.

**Agenda**

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

Motion made by John Tramburg, second by Susanna Bradley. Motion carried, voice vote.

**Minutes**

**MOTION: TO APPROVE THE AUGUST 2, 2016 MEETING MINUTES AS PRESENTED.**

Motion made by Barry Pufahl, second by John Tramburg. Motion carried, voice vote.

**Expenditure Reports:**

The committee reviewed the voucher report detailing payments made from August 1, 2016 to September 30, 2016.

**MOTION: TO APPROVE THE EXPENDITURE REPORT AND PAYROLL AS PRESENTED FOR THE MONTH OF AUGUST AND SEPTEMBER IN THE AMOUNT OF \$1,207,062.20**

Motion made by John Tramburg, second by Barry Pufahl. Motion carried, voice vote.

**Financials:**

Katie Parlier reviewed and answered questions about the financials. Report kept on file at CHCC.

**MOTION: TO APPROVE THE FINANCIALS AS PRESENTED:**

Motion made by Susanna Bradley, second by Steve Attoe. Motion carried, voice vote.

**Discussion and Consideration of Changing the December, 2016 meeting date:**

Amy Yamriska discussed and answered questions about changing the December meeting date.

**MOTION: TO APPROVE CHANGING THE TUESDAY, DECEMBER 6TH MEETING TO MONDAY, DECEMBER 5TH.**

Motion made by John Tramburg, seconded by Steve Attoe. Motion carried, voice vote.

**Retirement Resolution for L.S.:**

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

Motion made by Barry Pufahl, second by John Tramburg. Motion carried, voice vote.

**Discussion and Consideration of Job Description for Director of Environmental Services:**

Amy reviewed and discussed the changes to the job description for the Director of Environmental Services.

MOTION: TO APPROVE THE JOB DESCRIPTION AS PRESENTED FOR DIRECTOR OF ENVIRONMENTAL SERVICES.

Motion made by Barry Pufahl, second by Susanna Bradley. Motion carried, voice vote.

**Administrator's Report:**

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


**Adjournment:**

MOTION: TO ADJOURN MEETING AT 10:25 A.M.:

Motion made by Susanna Bradley, second by Steve Attoe. Motion carried, voice vote.

**Next meeting is scheduled for Tuesday, November 1, 2016 at 9:00am.**

Respectfully submitted,

  
John Tramburg, Secretary  
Columbia Health Care Center Committee

  
Jennifer Brandner, Executive Assistant  
Columbia Health Care Center

Cc: Health Care Center Committee;  
Amy Yamriska, Administrator;

Vern Gove, County Board Chair;  
Mary Cupery, County Board Vice-Chair