

COLUMBIA HEALTH CARE CENTER COMMITTEE MEETING

Minutes of Regular Meeting: Tuesday, December 1, 2020

MEMBERS PRESENT: *Don DeYoung*, Chairman; *Steven Rohrbeck*, Vice Chairman; *Henry St. Maurice*, Secretary and *Mark Sleger*.

MEMBERS ABSENT: Robert McClyman (Excused) and Kyle Bernander (Excused).

Also, in attendance during all or portions of the meeting: *Amy Yamriska*, Administrator; *Katie Parlier*, Accounting Supervisor; and *James Foley*, County Board Chairman

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

Agenda

MOTION: TO APPROVE THE AGENDA AS PRESENTED:

Motion made by Henry St. Maurice, second by Mark Sleger. Motion carried, voice vote.

Minutes

MOTION: TO APPROVE THE REVISED MINUTES OF SEPTEMBER 16, 2020 AS PRESENTED.

Motion made by Henry St. Maurice, second by Mark Sleger. Motion carried, voice vote.

MOTION: TO APPROVE THE OCTOBER 6, 2020 MEETING MINUTES AS PRESENTED.

Motion made by Steven Rohrbeck, second by Mark Sleger. Motion carried, voice vote.

Expenditure Report:

The committee reviewed the voucher reports detailing payments made from October 1, 2020 to November 31, 2020.

MOTION: TO APPROVE THE EXPENDITURE REPORT AND PAYROLL AS PRESENTED FOR THE MONTH OF OCTOBER 2020 IN THE AMOUNT OF \$510,332.71.

Motion made by Henry St. Maurice, second by Mark Sleger. Motion carried, voice vote.

MOTION: TO APPROVE THE EXPENDITURE REPORT AND PAYROLL AS PRESENTED FOR THE MONTH OF NOVEMBER 2020 IN THE AMOUNT OF \$516,412.37

Motion made by Henry St. Maurice, second by Mark Sleger. Motion carried, voice vote.

Financials:

Katie Parlier reviewed and answered questions about the October Financials.

MOTION: TO APPROVE THE OCTOBER FINANCIAL REPORT AS PRESENTED.

Motion made by Mark Sleger, second by Henry St. Maurice. Motion carried, voice vote.

Discussion and Consideration of Capital Budget Carryover:

Amy Yamriska discussed and answered questions about the Capital Outlay Carryover.

MOTION: TO APPROVE THE CAPITAL BUDGET CARRYOVER REQUEST OF MOBILE DEVICES \$4,913.00, WATER SOFTENER SYSTEM \$9,000.00, ROOF-WILLOW COURT \$20,000.00, ADA TOILETS AND GRAB BARS \$8,973.00 AND WILLOW COURT HEAT PUMPS \$7,400.00

Motion made by Henry St. Maurice, second by Mark Sleger. Motion made, voice vote.

Discussion and Consideration of 2021 Liability Insurance:

Amy Yamriska discussed and answered questions about the Liability Insurance and Personal Injury Extension.

MOTION: TO APPROVE THE LIABILITY INSURANCE ENDORSEMENT IN THE AMOUNT OF \$16,260.00 AND THE PERSONAL INJURY EXTENSION IN THE AMOUNT OF \$5833.00.

Motion made by Henry St. Maurice, second by Mark Sleger. Motion made, voice vote.

Discussion and Consideration of 2020 A/R Write Off's:

Katie Parlier and Amy Yamriska discussed and answered questions about the 2020 Accounts Receivable Write Off's.

MOTION: TO APPROVE THE A/R WRITE OFF FOR \$335.00 AS PRESENTED.

Motion made by Mark Sleger, second by Henry St. Maurice. Motion made, voice vote.

MOTION: TO APPROVE THE A/R WRITE OFF FOR \$320.00 AS PRESENTED.

Motion made by Mark Sleger, second by Steven Rohrbeck. Motion made, voice vote.

Discussion and Consideration of revised Director of Dietary Service Job Description:

Amy Yamriska discussed and answered questions about the changes to Director of Dietary Services job description.

MOTION: TO AMEND AND APPROVE THE JOB DESCRIPTION FOR DIRECTOR OF DIETARY SERVICES.

Motion made by Henry St. Maurice, second by Mark Sleger. Motion made, voice vote.

Discussion and Consideration of Replacement of Director of Dietary Services:

Amy Yamriska discussed and answered questions about the replacement of the Director of Dietary Services.

MOTION: TO APPROVE POSITION REQUEST FOR DIRECTOR OF DIETARY.

Motion made by Mark Sleger, second by Steven Rohrbeck. Motion made, voice vote.

Administrator's Report:

Amy Yamriska reported on October and November activities. Copy of the report kept at Columbia Health Care Center.


Adjournment:

MOTION: TO ADJOURN MEETING AT 10:55 AM.

Motion made by Henry St. Maurice, second by Mark Sleger. Motion carried, voice vote.

Next meeting is scheduled for Tuesday, January 5, 2021 at 9:00am. This meeting will take place at the Administration Building in meeting room 115.

Respectfully submitted,


Henry St. Maurice, 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;