

**COLUMBIA HEALTH CARE CENTER COMMITTEE MEETING**

**Minutes of Regular Meeting: Tuesday, December 4, 2018**

MEMBERS PRESENT: *Don DeYoung*, Chairman; *Robert McClyman*, Vice Chairman; *Henry St. Maurice*, Secretary; *Tom Borgkvist*, and *John Stevenson*.

Also in attendance during all or portions of the meeting: *Amy Yamriska*, Administrator; *Vern Gove*, County Board Chairman, *Katie Parlier*, Accounting Supervisor; and *Krista Miller*, Assistant Corporation Counsel.

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 Robert McClyman, second by Henry St. Maurice. Motion carried, voice vote.

**Minutes**

**MOTION: TO APPROVE THE NOVEMBER 6, 2018 MEETING MINUTES AS PRESENTED.**

Motion made by Henry St. Maurice, second by John Stevenson. Motion carried, voice vote.

**Expenditure Reports:**

The committee reviewed the voucher report detailing payments made from November 1, 2018 to November 30, 2018.

**MOTION: TO APPROVE THE EXPENDITURE REPORT AND PAYROLL AS PRESENTED FOR THE MONTH OF NOVEMBER IN THE AMOUNT OF \$541,889.38.**

Motion made by Robert McClyman, second by John Stevenson. 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 Tom Borgkvist, second by Henry St. Maurice. Motion carried, voice vote.

**2018 Accounts Receivable Write Offs:**

Katie Parlier reviewed and answered questions about the accounts receivable write offs. The write offs have to be presented at the next Finance Committee meeting.

**MOTION: TO APPROVE THE 2018 ACCOUNTS RECEIVABLE IN THE AMOUNT OF \$10,265.13 AS PRESENTED.**

Motion made by Henry St. Maurice, second by Tom Borgkvist. Motion carried, voice vote.

**Discussion and Consideration of Bidwell Request :**

Amy Yamriska discussed and answered questions about the Bidwell Request for Resident Christmas Presents.

**MOTION: TO APPROVE THE BIDWELL FUND TO PURCHASE CHRISTMAS GIFTS FOR OUR RESIDENTS NOT TO EXCEED \$250.**

Motion made by Tom Borgkvist, second by Robert McClyman. Motion carried, voice vote.

**Discussion and Consideration of Temporary Committee Chairperson:**

The committee discussed that Robert McClyman will be Chairman in the absence of Don DeYoung.

**Facility Wide Assessment- Annual Review:**

Amy Yamriska discussed and answered questions about the Facility Wide Assessment Report. Report kept on file at CHCC.

**Administrator's Report:**

Amy Yamriska reported on November's activities. Copy of the report kept at Columbia Health Care Center. The Life Enrichment Department introduced the new Trishaw bike that has arrived for the residents. This is a three wheeled bike that has a carriage like seat on it in the front, for two people to sit on and then a driver will be behind it on a bike seat. There is a small battery that helps with pedaling when needed. The drivers will be staff from the Life Enrichment Department and any trained volunteers. Any resident with one family member can go on it.


**Adjournment:**

**MOTION: TO ADJOURN MEETING AT 10:30 AM.**

Motion made by Henry St. Maurice, second by Robert McClyman. Motion carried, voice vote.

**Next meeting is scheduled for Tuesday, January 8, 2019 at 9:00am.**

Respectfully submitted,

  
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Henry St. Maurice, Secretary  
Columbia Health Care Center Committee

  
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Jennifer Brandner, Executive Assistant  
Columbia Health Care Center

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

Vern Gove, County Board Chair;  
Dan Drews, County Board First Vice-Chair