

**COLUMBIA HEALTH CARE CENTER COMMITTEE MEETING**

Minutes of Regular Meeting: **Monday, December 5, 2016**

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

ALSO PRESENT: *Amy Yamriska*, Administrator; *Mary Cupery*, County Board Vice Chair; *Dianna Lang*, Director of Activity Therapy; *Janelle Zacho*, Director of Nursing and *Katie Parlier*, Accounting Supervisor.

Barry Pufahl called the meeting to order at 9:01 a.m. and the meeting was legally noticed and published.

**Agenda**

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

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

**Minutes**

**MOTION: TO APPROVE THE NOVEMBER 1, 2016 MEETING MINUTES AS PRESENTED.**

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

**Expenditure Reports:**

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

**MOTION: TO APPROVE THE EXPENDITURE REPORT AND PAYROLL AS PRESENTED FOR THE MONTH OF NOVEMBER IN THE AMOUNT OF \$499,934.72**

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

**Discussion and Consideration of 2017 Liability Insurance:**

Amy discussed and answered questions about the 2017 Liability Insurance.

**MOTION: TO APPROVE NURSING HOME LIABILITY AND PERSONAL INJURY EXTENSION ENDORSEMENT FROM WISCONSIN COUNTY MUTUAL INSURANCE CORPORATION IN THE AMOUNT OF \$22,342.00.**

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

**Bidwell Request:**

Dianna Lang discussed with the committee the possible need of some money to buy Christmas presents for the residents.

**MOTION: TO APPROVE THE PURCHASE OF CHRISTMAS PRESENTS FOR THE RESIDENTS NOT TO EXCEED \$500.**

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

(Don DeYoung arrived @ 9:35am)

**Capital Budget Outlay Carryover**

Amy discussed and answered questions about the Capital Budget Outlay Carryover for installing a handicap access on the outside entrance to Willow Ct.

**MOTION: TO APPROVE CAPITAL OUTLAY CARRYOVER FOR THE PURCHASE OF A HANDICAP ACCESS DOOR OPENER ON WILLOW COURT ENTRANCE IN THE AMOUNT OF \$3800.00.**

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

**Line Item Transfer – Access Point Wiring**

Amy discussed and answered questions about the line item transfer from Plant- Contracted Services to Capital-Building Services for the wiring component of our wireless access point.

**MOTION: TO APPROVE THE LINE ITEM TRANSFER FROM PLANT-CONTRACTED SERVICES TO CAPITAL-BUILDING SERVICES FOR THE WIRING COMPONENT FOR THE WIRELESS ACCESS POINT IN THE AMOUNT OF \$2,100.00.**

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

**Change in Outlay**

Amy discussed and answered questions about the Change in Outlay for a new scale on Mulberry Drive.

**MOTION: TO APPROVE THE CHANGE IN CAPITAL OUTLAY TO PURCHASE A RESIDENT SCALE FOR MULBERRY DRIVE.**

Motion made by Barry Pufahl, second by Susanna Bradley. Motion carried, Voice Vote.

**Retirement Resolution – K.B.**

Don DeYoung read the retirement resolution to the committee.

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

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

**Administrator's Report:**

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

**Performance Evaluation-Administrator**

Amy and the committee discussed the planning for her performance evaluation. Amy will come up with her goals for the January 3rd meeting and the committee will complete the review and approve the goals then.

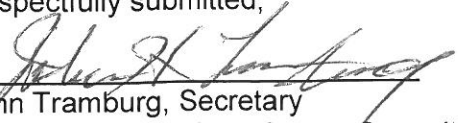
**Adjournment:**


**MOTION: TO ADJOURN MEETING AT 10:30 A.M.**

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

**Next meeting is scheduled for Tuesday, January 3, 2017 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

