

**COLUMBIA HEALTH CARE CENTER COMMITTEE MEETING**  
**Minutes of Regular Meeting: Tuesday, December 6, 2022**

MEMBERS PRESENT: *Char Holtan*, Chair; *Tess Carr*, Secretary; *Josiah Wynn* and Jeffrey Leckwee.

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

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 AMENDED TO REMOVE THE TOPIC CONSIDERATION OF BIDWELL REQUEST DUE TO THE RESIDENT CHRISTMAS GIFTS HAVE BEEN FULFILLED AND REWORD THE TOPIC TO READ DISCUSSION AND CONSIDERATION OF INCENTIVE FOR NURSES AND C.N.A'S FOR PICK UP HOURS.**

Motion made by Josiah Wynn, second by Jeffrey Leckwee. Motion carried, voice vote.

**Minutes**

**MOTION: TO APPROVE THE MINUTES AS PRESENTED FOR NOVEMBER 1, 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 November 1, 2022 to November 30, 2022.

**MOTION: TO APPROVE THE EXPENDITURE REPORT AS PRESENTED FOR THE MONTH OF NOVEMBER IN THE AMOUNT OF \$497,994.73**

Motion made by Jeffrey Leckwee, second by Josiah Wynn. Motion carried, voice vote.

**Financial Statements:**

Katie Parlier reviewed the financial statements.

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

Motion made by Josiah Wynn, second by Jeffrey Leckwee. Motion carried, voice vote.

**Discussion and Consideration of 2022 Accounts Receivable Write Offs:**

Katie Parlier discussed and answered questions about the 2022 accounts receivable write offs.

**MOTION: TO APPROVE THE ACCOUNTS RECEIVABLE WRITE OFF FOR UNPAID AND UNCOLLECTIBLE COPAY OF A DISCHARGED RESIDENT IN THE AMOUNT OF \$101.00.**

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

**MOTION: TO APPROVE THE ACCOUNTS RECEIVABLE WRITE OFF FOR UNPAID AND UNCOLLECTIBLE LIABILITIES FOR AN EXPIRED RESIDENT IN THE AMOUNT OF \$3958.32.**

Motion made by Jeffrey Leckwee, second by Tess Carr. Motion carried, voice vote.

**Discussion and Consideration 2022 Capital Budget Carryover:**

Amy Yamriska discussed and answered questions about the 2022 capital budget carryover requests.

**MOTION: TO APPROVE THE CARRYOVER OF THE 2022 CAPITAL BUDGET FOR WILLOW COURT HEAT PUMPS, RESURFACING OF THE BACK-PARKING LOT, FIRE DOORS FOR WILLOW COURT AND ALMOND AVENUE, WILLOW COURT SIDING AND NURSE CALL UPGRADE FOR A TOTAL OF \$237,330.01**

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

**Retirement Resolution – J.F.**

Amy Yamriska announced the retirement of a staff member and Char Holtan read the resolution out loud to the committee.

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

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

**Discussion and Consideration of Incentive for nurses and C.N.A.'s for pick up hours:**

Amy Yamriska discussed and answered questions about the proposal for an incentive for nurses and C.N.A.'s for pick up hours.

**MOTION: TO APPROVE INCENTIVE FOR NURSES AND C.N.A.'S WHO PICK UP SHIFTS AS PRESENTED.**

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

**Administrator's Report:**

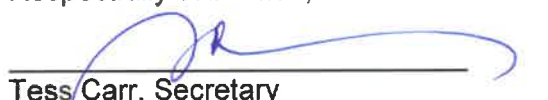
Amy Yamriska reported on November's activities. Copy of the report kept at Columbia Health Care Center.


**Adjournment:**

**MOTION: TO ADJOURN MEETING AT 10:17 AM.**

Motion made by Jeffrey Leckwee, second by Tess Carr. 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, January 3, 2023 at 9:00am. This meeting will take place at the Administration Building in meeting room 115.**