

**ELMS & BUILDING & GROUNDS COMMITTEE**  
**October 13, 2015**

The Elms/Building and Grounds Committee held their monthly meeting on Tuesday, October 13, 2015 at 7:00 p.m. The meeting was held at the Elms. Members present were Chairman Larry Aurelio, Jerome Anderson, Dave Cortelyou, Bob Mahr, Charles Neblock, Digger Oster, Paul Trimmer, Marcia Twaddle and McDonough County Board Chairman Scott Schwerer. Others present were Patrick Stout, Scott Adair, Elms Administrator Tina Cox and Beth Crossett as committee secretary.

Chairman Aurelio called the meeting to order at 7:00 p.m.

**Approval of September 8, 2015 Minutes**

Member Oster moved with a second by Member Neblock to approve the September 8, 2015 minutes with spelling correction. Motion carried on a voice vote.

**Farm Report**

It is pretty dry and the crops are out. Four bid packets have been picked up and two have been returned. The deadline for bid is 4 p.m. on November 10<sup>th</sup>.

**Administrator's Report**

Elms Administrator Tina Cox presented the monthly report. Census today is 90-9 Medicare, 41 Medicaid, 35 Private Pay and 5 Hospice. They have had 11 admits and 8 residents left this past month. The Illinois Department of Public Aide owes The Elms \$ 379,497.93.

Convention was very informative and Janet Clark received the Housekeeping Employee of the Year for the Association.

The Elms will host Macomb Area Chamber of Commerce Business Before Hours on Wednesday, October 28<sup>th</sup> from 7:30 a.m. to 8:30 a.m.

Discussion was held on the new law allowing cameras in Nursing Home resident rooms. There are still many unknowns to the new law, but we are developing policy to comply.

**Financial Report**

Member Trimmer moved with a second by Member Mahr to approve the September 2015 Financial Reports. Motion carried with a voice vote.

A copy of the FY 2016 Elms Budget was distributed and reviewed. The budget is based on an increase to room rates of \$ 5.00 for all levels. This would result in an additional \$ 409,599.36 in income projection. Tina outlined the definition of Level I, Level II and Level III rates. She is requesting a change in Level III definition to include behavior problems. Behavior issues create increased care needs. Following discussion, Member Trimmer moved with second by Member Cortelyou to add "Behaviors including but not limited to wandering, aggression, restlessness and persons deemed to require two caregivers for care due to behavior" to the Level III care/rate definition. Motion carried on a voice vote.

Following discussion on current and proposed room rates, Member Neblock moved with second by Member Mahr to increase all room rates by \$ 5.00 per room. Motion carried on a voice vote.

The budget was reviewed and it was noted that it includes a 3% increase for all staff but LPN's that received a large jump in rate last year. It was noted most County employees have been budgeted for a 2%

salary increase. Tina explained the reasons for wanting the 3%. Following discussion, Member Cortelyou moved with second by Member Trimmer to approve the FY 2016 Elms Budget. Motion carried on a voice vote.

### **Elms Claims**

Member Mahr moved with a second by Member Oster to approve the Elms claims. Motion carried with a voice vote.

### **Macomb Public Building Commission**

No report.

### **McDonough County Maintenance Directors Report**

Maintenance Director Scott Adair presented the monthly report. We did not experience any major air conditioning problems this past season. He anticipates starting the boilers by the end of the month.

The Maintenance Department staff picked up the Coop supplies last week. It required just one very full U-Haul truck trip.

The Sheriff's and Highway phone lines are close to being ported from Frontier to McDonough Telephone Cooperative.

Discussion was held on the City of Macomb's upcoming work to the parking median on the square.

Chairman Aurelio has been approached by donors wanting to purchase candles to put in the Courthouse windows at Christmas. The previous candles were disposed of because of age and unsafe condition. Discussion was held concerning safety of electrical candles due to the use of extension cords and the use of LED battery candles. Following discussion, the donors will be notified that LED candles are preferred.

### **Building and Grounds Claims**

Member Neblock moved with second by Member Twaddle to approve the claims as submitted. Motion carried on a voice vote.

### **Other**

Board Chairman Schwerer purchased a mower for the Courthouse (maintenance) for \$ 600.00 at a recent auction.

Member Oster moved with second by Member Mahr that the meeting be adjourned. Motion carried on a voice vote. With no further business to discuss the meeting was adjourned at 7:53 p.m.