

**ELMS & BUILDING & GROUNDS COMMITTEE**  
**October 11, 2016**

The Elms/Building and Grounds Committee held their monthly meeting on Tuesday, October 11, 2016 at 7:00 p.m. The meeting was held at the Elms. Members present were Chairman Larry Aurelio, Jerome Anderson, Charles Neblock, Paul Trimmer, Marcia Twaddle and McDonough County Board Chairman Scott Schwerer. Members Dave Cortelyou, Bob Mahr and Digger Oster were absent. Others present were Patrick Stout, Lead Maintenance Allen Sheffler, 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 13, 2016 Minutes**

Member Twaddle moved with a second by Member Neblock to approve the September 13, 2016 minutes as submitted. Motion carried on a voice vote.

**Farm Report**

Board Chairman Schwerer reported that the corn is out.

**Administrator's Report**

Elms Administrator Tina Cox presented the monthly report. Census today is 85-9 Medicare, 40 Medicaid, 29 Private Pay and 7 Hospice. The Illinois Department of Public Aide owes The Elms \$552,272.08.

Chairman Aurelio stated the need for executive session to discuss personnel. Member Trimmer moved with a second by Member Anderson to adjourn to executive session pursuant to Chapter 5 Illinois Compiled Statutes Section 120/2 (C) (1) (2) and (11) at 7:05 p.m. Motion carried unanimously.

Member Neblock motioned with second by Member Trimmer to adjourn from Executive Session with no action taken at 7:22 p.m. Motion carried unanimously.

Members reviewed the proposed FY 2017 budget. Discussion was held on a \$ 5.00/day increase to room rates and level of care adjustment for private rooms. Member Trimmer moved with second by Member Neblock to increase rates \$ 5.00/day and add \$ 15.00/day to Level of Care for private rooms. Motion carried on a voice vote. New room rates for Level 1-\$ 159/day, Level 2-\$ 166/day, Level 3-\$ 170/day & Level 4-\$ 181 and private room rates for Level 1-\$ 164/day, Level 2-\$ 181/day, Level 3-\$ 185/day & Level 4-\$ 196. The Level 3 care definition was reviewed. Tina explained wanting to add other nursing care requiring special infection control procedures including but not limited to isolation practices and a private room if available, IV therapy/and monitoring, urinary catheter care to Level 3. Member Trimmer moved with second by Member Anderson to add nursing care requiring special infection control procedures including but not limited to isolation practices and a private room if available, IV therapy/and monitoring, urinary catheter care to Level 3. Motion carried on a voice vote.

The FY 2017 budget was based on the room rate increase and includes a 2% salary increase for staff. The wage scale for Nursing was reviewed and is included as part of the FY 2017 budget. It was noted that the decrease in housekeeping was due to retirement in the department and a restructure of the department. The total proposed FY 2017 Budget was up \$ 55,860.00 to \$ 6,113,568.00. Member Neblock moved with second by Member Anderson to approve the FY 2017 Elms Budget. Motion carried on a voice vote.

### **Financial Report**

Member Trimmer moved with a second by Member Twaddle to approve the September 2016 Financial Reports. Motion carried with a voice vote.

### **Elms Claims**

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

### **Macomb Public Building Commission**

The electrical project at the Elms is progressing.

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

Allen Sheffler, Lead Maintenance Worker, presented the monthly report. We experienced a lightning strike at the Courthouse and the bills to repair the fire alarm and fix access in the Judges Chamber are included in the claims.

The Sheriff's work release detail power washed and painted the Courthouse entrance steps. The coop supplies have been picked up and delivered. KONE was back and adjusted the elevator and the squeak has gone for a bit but it has returned. Plastic rollers are being used instead of the rubber rollers.

Allen has received another quote to fix the Courthouse gutters from Steve's Gutters and it is less than the quote from Renaissance. He is hoping to receive one more quote and get the work done before winter sets in. He has been in touch with CAD and they were here and did follow up measurement on the County West roof. They hope to start soon, but will not work during Election week, since that is a polling place.

### **Building and Grounds Claims**

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

### **Other**

Due to the Election, we will meet at 7:00 p.m. on Wednesday, November 9<sup>th</sup> at the Courthouse Law Library. This is a different day and location.

Member Trimmer moved with second by Member Anderson that the meeting be adjourned. Motion carried on a voice vote. With no further business to discuss the meeting was adjourned at 7:41 p.m.