

BLOOMFIELD HEALTHCARE AND REHABILITATION CENTER
MINUTES COMMITTEE MEETING
March 22, 2012

Members present: Ron Benish, Carol Anderson, Dr. John Jenkins, Joe Thomas
Others present: Penny Clary, Mark Vondra, Jake Tarrell, Karen Oellerich

Meeting was called to order at 2:04 p.m. by Chairman Ron Benish. Certification of open meeting law. Motion by Anderson to approve the agenda, including removing (d) from consent and change (d) to 1A. Motion 2nd by Thomas. Motion carried.

Motion by Thomas, 2nd by Jenkins to approve the minutes of the February 23, 2012 meeting. Motion carried.

Committee/Audience member's comments or discussion – Anderson shared a copy of notes from the March 1 Scholarship/Fundraising Task group.

Business Manager's report – Insurance/Medicare billing is up-to-date and current; Audit scheduled for March 28 and 29; new telephone system to include resident rooms, cost approximately \$18,000 - \$20,000 for facility phones.

State Survey Results for the Annual Recertification survey included 8 citations for Life Safety Code and 6 citations for the facility health portion. Jake Tarrell addressed each Life Safety Code cite. Penny Clary, NHA, provided information on the facility citations.

Environmental Services Update included the Air Quality Assessment on Thursday, March 15 by CESA 10. No report has been received to date. The ceiling in the possibly affected office is in replacement process along with improved lighting and ventilation. Bill Lauzon, Life Safety Code Consultant toured and assessed the facility on Tuesday and Wednesday March 20 and 21. The consultant will be a valuable resource for the facility.

Strategic Planning Update – Postponing the process for a while. Suggestions from members of the committee included members of the committee with the nursing home administrator meeting with communities; listening sessions around the county; a business plan for more private rooms; private funding to assist; moving forward with updates. A priority would be for the Environmental Services director to provide upcoming costs. Anderson recommends a plan to move forward to HHS committee.

Administrator's Report – see attached.

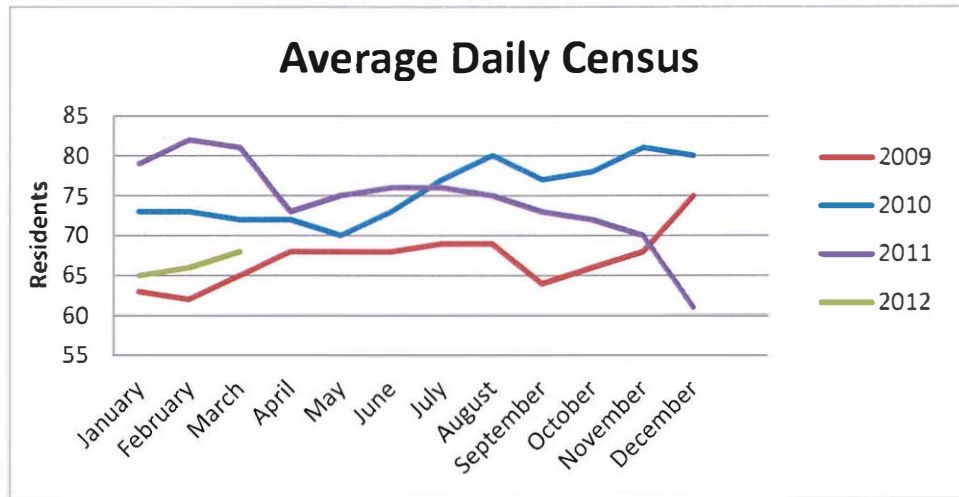
Next meeting date is April 19, 2012 @ 2:00 p.m.

Motion by Thomas; 2nd by Jenkins to adjourn. Motion carried.

Bloomfield Healthcare and Rehabilitation Center
Administrator's Report
03/22/12

1. Census

- a. Current census as of 03/22/12 is 68. We also have 1 resident on bed-hold.
- b. Average Daily Census for 2012 is approximately 66.



2. Staffing Update

- a. Vacancies:
 - i. 1 Part time Maintenance
 - ii. 1 Full time Night RN
 - iii. 1 PRN RN
 - iv. Health Unit Coordinator(s)
- b. New Hire:
 - i. Employee Relations Assistant starts on 04/02/12

3. General Overview

- a. Evaluating ECS - software
- b. Telephone System
- c. Connected to the AS-400

4. Questions

Bloomfield Healthcare & Rehabilitation Center
Scholarship Fund Raising Task Group
NOTES – March 1, 2012 Meeting

Present: P. Clary, J. Lindholm, C.L. Anderson

In a conversation with Heather at Southwest Tech, it was learned that this scholarship can be given even though it has not been endowed. To be endowed, \$10,000 needs to be in the fund at SW Tech. Tuition for four semesters in the nursing program is \$10,700. The cost per credit is \$111.85.

The following actions (more immediate) were taken:

1. Send a letter to family members of residents from the last five years. Share the opportunity to remember the family member who resided at Bloomfield and the value of the Scholarship Fund. P. Clary will draft a letter for review and comment.
2. Organize a booth at *Balloon Fest* that offers a blood pressure check or some other health monitoring procedure and then have an opportunity for contributing to the Scholarship Fund. Perhaps a half-page handout regarding the fund needs to be prepared and shared.
3. Determine a time when the scholarship is announced in *The Dodgeville Chronicle* including a picture. (A good time would be a week or so prior to *Balloon Fest* so readers would become aware of the fund as well as the health monitoring activity.
4. Check with radio stations in the area to see if there is a time when P. Clary might be a guest and share information. J. Lindholm will check.

There were several ideas that could be done later in the year.

1. Organize an activity in which guests are invited to the Bloomfield campus to learn more about the programming. Will need three or four funding possibilities when doing this so donors have choices. This activity could be around a breakfast or a dinner with a speaker.
2. Create a 2013 calendar with special pictures of older people in Iowa County and then sell it. J. Lindholm will share information regarding a photographer from Darlington.
3. Create a level of giving recognition.
4. Look into different types of raffles. Bloomfield has a raffle license so licensing is not an issue.