

**COUNTY HOME ADVISORY COUNCIL MEETING
WEDNESDAY, AUGUST 31, 2005**

Call Meeting to Order

Chair Ken Miller called the meeting to order at 7:05 p.m. at the County Home with the following Council members present:

Present: Ken Miller, Brian Feron, Randy Bing, Randy Schmidt, Emily Muscatello, Cheryl Scheck, Jo Becks, Craig Enoch, and Phebe Simpson

Absent: Skip Sipos

The following Ex-officio members were present: Commissioner Steve Hambley, Lynn Remington - County Home Administrator, and Carol Shockley – Prosecutor’s Office

Review and Approval of Minutes for 7/27

The minutes were emailed out in advance. Ken asked if there were any questions, additions, or corrections to the minutes and there were none. Emily Muscatello moved to approve the minutes and Jo Becks seconded the motion. All voted AYE and the minutes were approved.

Committee Reports

Marketing & Technology

The Marketing & Technology Committee met before this meeting at 6:00 p.m. Ken Miller said everything that was damaged from the lightning strike has now been repaired. The Home will be assessed by a lightning rod company to make sure everything is protected as much as possible in the future. Some improvements to the system being considered are off site storage for data backup to assure that the records would not get lost if something happened to the Home. The computers are networking and sharing information now.

Ken said marketing efforts have resulted in having 52 residents, which is an increase of four people since the first of the year. The target population is 55 residents. The Helping Hands article came out that featured the County Home letter written by Tammy Antonille. They are considering making it fancier and having it available for people that attend the Chicken Barbeque on September 18th. They will continue to promote the County Home at events throughout the community. The Marketing & Technology Committee has no recommendations at this time.

Facilities & Finance Committee

The Facilities & Finance Committee met before this meeting at 6:30 p.m. Brian Feron said they reviewed the capital improvements priority list for 2005. Most projects on this list are complete or in the process of being completed and he listed them. Future equipment requests are pending budget outcome for the year. They looked at the cost drivers that are being considered for the 2006 budget year. Some cost savings are already in place such as the food contractor changeover, the recent change in trash hauling fees, and gasoline savings by reducing trips into town, carpooling, and using the County Transit busses. The resident ratio has been updated to include four new full-pay residents. The new contract with the ADAMH Board for six residents

**COUNTY HOME ADVISORY COUNCIL MEETING
WEDNESDAY, AUGUST 31, 2005**

will also generate additional revenue. They are looking into another possible cost reduction by utilizing the prescription drug program. They set the date of November 30th as a full County Home Advisory Council review of the 2006 budget for recommendations and will ask that Chris Jakab, Finance Director, attend the session.

Policies & Procedures

Phebe Simpson reported that they had a brief meeting after the July 27th meeting. They discussed what was needed for the Employee Handbook. They will set up a future meeting to discuss background checks so they can prepare specific questions to ask Carol Shockley for legal advice. She said Emily Muscatello has agreed to take over as Chair of the Policies & Procedures Committee.

Ken thanked Carol Shockley for attending the meeting. He asked the Policies & Procedures Committee if they had any issues that they needed her to clarify.

Lynn Remington said the county does all the employee background checks, license checks, and drug testing for employees.

Ken asked if there was an issue about criminal background checks and drug testing for residents coming in.

Lynn said she already has been doing that by following the guidelines she has for employees. If a person has been incarcerated or has anything sexual in their records, she uses her better judgment. She asked if they wanted to give her a list to clarify the matter.

Cheryl Scheck said the question is how long ago the incident may have occurred that it would be eliminated and not considered. For example, would it affect a person now if they committed a robbery 20 years ago? She asked what the appropriate time limit would be for a violation a person may have had that wants to live at the Home.

Ken asked what background conditions regulate admission. For example, there is a possible risk to the individuals at the County Home bringing in a person that has a history of domestic violence who has been combative in other environments.

Emily said the Bureau of Criminal Investigation (BCI) has a computer listing that can be pulled up. The "rule of thumb" in the long-term care industry is if a violation is ten years old or older there is not much they can do about it. People with old violations are targeted as "hot ticket". If there are any new situations, more disciplinary action would be taken on them than someone who has nothing in their past. This is being watched very carefully because there was an employee recently terminated at a healthcare center for rape and abuse of clients. There has been a task force put together to deal with the issue of resident abuse. Once it is reported to the State the nurses aid certification should be quickly removed, but it has taken six months to a year, even

**COUNTY HOME ADVISORY COUNCIL MEETING
WEDNESDAY, AUGUST 31, 2005**

after an indictment, for the employee to be removed from the certification list. It has been stated that many nursing home operators turn their heads, or terminate the employee for some other reason, and these people may go to work at another facility.

Upon questioning, Lynn said her nurse's aides do not need to be state tested.

Emily said a lot of assisted living facilities are now only hiring state certified nursing assistants because they have that safety net of being able to verify that they have nothing on their record. Upon questioning, Emily said it is a dual procedure for checking employees and residents.

Cheryl asked if it was an ongoing procedure to check this every couple of years. Employees are checked when they come in, but something might surface after that since it takes a year to get someone's license revoked.

Phebe asked if there was no higher standard for an employee with this facility than any other facility throughout the county.

Commissioner Hambley said the Transit Department uses elevated criteria. They have random drug testing for bus drivers, but the county's personnel policy manual covers most situations dealing with other county employees. The less clear issue is the basis for denial of services than denying somebody a job.

Phebe said they would get a list of questions to Carol Shockley before the next meeting.

Carol said she wanted to make one point: the Prosecutor's Office is the statutory legal counsel to elected officials, and certain county agencies and offices. She would prefer that requests for legal opinions from her office come through the Commissioners. The County Home Advisory Council would channel them through Commissioner Hambley, Commissioner Ray, or Commissioner Geissman, who are their clients, and they could be directed to the Prosecutor's Office. She does not feel comfortable giving legal counsel to an advisory council when in fact their statutory clients are the Medina County Commissioners – especially the umbrella under which the whole operation operates. When and if they do give a legal opinion, it might not even come to the surface because of client confidentiality. Things can easily rise to a level of litigation, and everything they touch on here could potentially spawn litigation. If they give legal counsel in any of these areas, she would like to give it to their true statutory clients. How that affects the operations would be reflective on what the Commissioners' position is. She and Lynn Remington keep in contact about what is going on with the Home. They cannot help resolve a problem that they do not know exists. She does not feel comfortable publicly giving "off the cuff" legal advice to a public organization. She advised those that have computers to sit down and read the Ohio Revised Code governing County Homes. They will find that it is a very interesting enigma that is different from anything else. The Medina County Home has nothing else that parallels it in the state or perhaps even the country. She would feel comfortable

**COUNTY HOME ADVISORY COUNCIL MEETING
WEDNESDAY, AUGUST 31, 2005**

listening to the questions and answering through Commissioner Hambley through the Board of County Commissioners who have the final word.

Commissioner Hambley added the committee could communicate through his office. Also, the Human Resources Department could also be a resource to answer some of their questions.

Finance Report

The group reviewed the financial report prepared by Chris Jakab, Finance Director. Ken Miller commented that the average daily resident cost has decreased from the beginning of the year. This is due to a combination of increased revenues and decreased expenses.

Administrator's Report

Lynn Remington, County Home Administrator, reported they had two inquiries, two admissions, one death, and they had 53 residents the end of July. Repairs were made to all the items damaged by lightning; the front porch was painted; and they are working on completing the Marligh in the dishwasher area. Inspections for July were the Maintenance Department's superintendent and supervisors did a walk through; there was a fire drill enactment with the Lafayette Township Fire Department; and the volunteer ombudsman, Noreen Starigel, visited the Home. There was an employee-training meeting on July 22nd. They are still in the process of doing comparison purchasing. The Home had 348 hours of volunteer time in July. Volunteers did yard work, gardening, landscaping, painting, and repairing walls. Donations were various vegetables plus milkshake coupons for the 4-H booth at the Medina County Fair. Residents took part in the following activities – concerts in the Wadsworth Park, the All Star Country Music Spectacular at the Wayne County Fairgrounds, a picnic at the Findlay State Park, and bowling. Upcoming is the Open House Chicken Barbeque on Sunday, September 18th from 1:00 to 5:00 p.m. Lynn said any donations for the raffle would be appreciated.

Public Input – none

Ken said they would address the terms of County Home Advisory Council members at the next regular meeting on September 28th. The Marketing & Technology Committee's next meeting will be October 26th at 6:00 p.m. The Facilities & Finance will meet along with the entire County Home Advisory Council at the regular meeting on November 30th at 6:30 p.m. to discuss the 2006 budget.

Adjournment

The meeting adjourned at 7:35 p.m.

Respectfully submitted,
Pam Vereb, Secretary