

**COUNTY HOME ADVISORY COUNCIL MEETING  
WEDNESDAY, JULY 27, 2005**

**Call Meeting to Order**

Chair Ken Miller called the meeting to order at 6:34 p.m. at the County Home with the following Council members present:

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

Absent: None

The following Ex-officio members were present: Commissioner Steve Hambley, John Stricker – County Administrator, Christine Sullivan – County Home Administrative Assistant for Lynn Remington.

**Review and Approval of Minutes for 6/29**

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 made a motion to approve the minutes and Randy Schmidt seconded the motion. Christine Sullivan asked if Emily Muscatello gave Lynn Remington the 24-hour reporting form as was stated on page 5. Emily said she left it with a County Home nurse that night, but she had another copy with her if they didn't get it. There was no further discussion. All voted AYE and the minutes were approved.

**Committee Reports**

**Marketing and Technology**

Ken Miller said the Marketing and Technology Committee is scheduled to meet before the next meeting on August 31<sup>st</sup> at 6:00 p.m.

**Facilities and Finance Committee**

Ken said the Finance Committee is meeting on August 31<sup>st</sup> at 6:30 p.m.

**Policies and Procedures Committee**

Christine said they contacted Carol Shockley from the Prosecutor's Office, and she will be at the next meeting. She, Lynn, and the committee will get together to discuss the criminal background check policy before that.

**Finance Report**

John Stricker said Council gets two financial reports now – one that comes from Lynn that gives the operating budget showing what has been spent month to date and what is left, and one that comes from Chris Jakab. He said there were no unusual expenses in June. Next month's residents' fees revenue should go up because of the increase in rates are scheduled to begin on July 1, 2005.

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Ken asked if there was anything further regarding the discussion last month about receiving ADAMH Board payments monthly instead of quarterly.

Brian Feron said Finance Committee suggested going to a 30-day payment cycle versus a 90-day cycle because this method would show month-to-month revenue and expenses closer in line. There are probably internal county criteria for those types of things.

John Stricker said they would have to look at the contract to see if it was negotiated or if that was just the way it was always done.

Christine said Lynn checked the contract. She has the ability to receive monthly payments so she changed the billing cycle.

Emily Muscatello commented that there was a considerable drop in supplies and food expenses. She asked Christine if it was due to donations.

Christine said it was partly due to changing the food suppliers, which cut the expenses drastically for the same quality of food. They get the same product for about 1/2 to 2/3 the cost.

**Administrator's Report**

Christine Sullivan reported on behalf of Lynn Remington who was on vacation. She said they had seven inquiries in June (they are processing paperwork on one; one was denied because of the criminal background check; one moved back home from The Meadows rehab facility; and there were four telephone inquiries-no names left). There were no admissions so there are 52 residents presently. The Home received a 2005 Ford van through the Society for Handicapped Citizens from federal grant funds. The lightning strike over Memorial Day weekend did damage to the air conditioning unit, pay phone, fire panel, server modem and mother board. These have all been repaired. The truck brakes and transmission were repaired. They rebuilt the electric washer flow valve. The Dodge van's air conditioning was checked and the tires were rotated. They replaced an alarm detector in the ladies 2L room and installed an air-conditioning unit. In 1A they repaired the roof, installed new drywall, and painted. Training this month included a Hospice presentation on Advance Directives for employees, residents and responsible parties, tornado training and drill, fire extinguisher training, employee training on the new van, fire safety, and they participated in the Career Center's LPN program. She and Lynn attended supervisor training. June's activities were an Old Fashioned Baseball Game, Fathers Day Picnic, attending an Antique Power Show, the Blue Tip Parade, and an Akron Aero's Game sponsored by the Medina Rotary. Five peacock eggs have been spotted. Donations were 21 flats of flowers, a horse lamp from Kids Care, pastry tray, baked goods, bread, 100 pounds of tomatoes, hook pillow kits, \$1,100 from the Medina Moose Lodge, two 15" tires for the lawn wagon, and 16 tons of gravel and dirt for the parking lot. There were 367 hours of community service at the Home in June. Workers prepared the baseball field, painted the wishing wells and yard ornaments, painted the barn, tore out ceilings and drywall, painted wall in the Activity

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Room, cup up fallen trees, repaired the tiller, chain saw, and floor buffer, replaced rotten floor parts and shingles, painted benches and picnic tables, cleaned out and repaired gutters, and painted and installed the new sign. Total volunteer hours to date are 1,536. They have hired one part-time aide and terminated one part-time aide. Two employees returned from leave. They hired one part-time second-shift aide.

**Public Input** – none

Ken said they discussed replacing Council on some type of swing cycle after the first three-year term that commenced when the County Home Advisory Council began in August 2002. According to the By-laws, then four members serve one-year terms, four members serve two-year terms, and three members serve three-year terms. Ken suggested assigning terms by taking the listing as it appears in the Commissioners' resolution and assigning one, two, and three numbers for the years, but when there are two people for the same group, assigning them to different years. He proposed dividing up the eleven-person Council as follows:

One-Year Term (4 people): Mental Health or Health Care Profession  
Job & Family Services  
Ministerial Association  
General Public

Two-Year Term (4 people): Mental Health or Health Care Profession  
Medina Metropolitan Housing Authority  
Senior Citizen  
County Home Resident

Three-Year Term (3 people): Non-Profit Agency  
General Public  
Veterans Services Commission

Brian Feron suggested a random drawing selection process.

Ken said they could bring any other ideas to the next meeting for discussion.

Steve Hambley said if someone wanted to volunteer for a specific term, they should let them know. Then whatever is left could be done randomly. They are still looking for an individual to represent the Mental Health or Health Care Profession slot.

**Adjournment**

The meeting adjourned at 6:55 p.m.

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**The next meeting of the County Home Advisory Council will be Wednesday, August 31<sup>st</sup>.**

**Technology & Market Committee = 6:00 p.m.**

**Facilities & Finance Committee = 6:30 p.m.**

**Regular Council meeting = 7:00 p.m.**

Respectfully submitted,  
Pam Vereb, Secretary