

COUNTY HOME ADVISORY COUNCIL MEETING MINUTES WEDNESDAY, JUNE 30, 2004

Roll Call

Chair Brian Feron called the meeting to order at 6:30 p.m. at the County Home with the following Council members present:

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

Absent: Craig Enoch

The following Ex-officio members were present: Commissioner Steve Hambley, John Stricker – County Administrator, and Joyce Farnsworth – County Home Administrator. Also present was Carol Shockley from the Prosecutor’s Office and Tom Maupin – County Building Maintenance Superintendent. A sign up sheet is attached.

Approval of Minutes – 5/26/04

The minutes had been emailed in advance. Brian asked if there were any adjustments or corrections and there were none. Jo Becks motioned to approve the minutes and Tanya Rodgers seconded the motion. There was no discussion. All voted AYE and the minutes were approved as presented.

Committee Reports

Finance

John Stricker explained the monthly budget report provided by the Finance Department. He said the May report is uneventful. Expenses were down because it was only a two-pay month. They received \$7,995 in tax proceeds. As the full amount of the taxes starts to come in, they will see a big change in the deficit. It had been projected that it would take a couple of years to totally catch up due to the extra half-year they started out with and the capital improvements completed.

Upon questioning, Joyce said that the large increase in the medical expense might be because Medicaid is not paying for a lot of the medicines they are dispensing. Also, their registered nurse has been on sick leave for about six months so they have had to hire nurses. John said he would look into it and get back to Council at the next meeting.

Admissions

Carol Shockley said the only changes she made to the Admissions Policy since the last meeting were punctuation and spaces. She said Mr. Hambley asked her to announce that there is an agreement that has been entered into with the Ohio Civil Rights Commission on the Admissions Application issue. The old one had some inappropriate wording that was quickly fixed, but it took a long time to settle it with the Civil Rights Commission. It was Council’s position that the Admissions Application was to be brief. There needs to be some modification on the Admissions Policy because they referred to the Admissions Agreement when the policy was

COUNTY HOME ADVISORY COUNCIL MEETING MINUTES WEDNESDAY, JUNE 30, 2004

created. Now it is called the Admissions Application – not Policy - so that needs to be distinguished. They still need to finish the Resident’s Handbook that would spell out what every resident would want to know in advance about living at the Home.

Emily Muscatello said she met with six County Home residents today and they had some very good comments and questions about the Admissions Agreement. She read through the agreement with them and explained it and they had no problems with it. They thought they should be signing one as well as new applicants. Nothing else needs to be incorporated into it. She said Randy Bing brought up the importance of the Residents’ Handbook. Emily has samples of the Handbook and will bring it for residents’ and Lynn Remington’s review. They hope to get it completed in July and provide Council with a draft at the next meeting. The residents were very receptive of the handbook, which will be an alphabetized quick look – for example, Beauty and Barber will be under “B”.

Marketing

Ken Miller said they contacted the Gazette and are awaiting a reply regarding putting information about the County Home in the Senior Citizens’ supplement. Ken requested any suggestions for the CH video be submitted to him before the next meeting so they can have an outline to review at the July meeting.

Jo Becks said she checked on the Senior Citizens’ Day and the cost would be \$25 to participate. She offered to help with the County Home booth next May.

Facilities

Brian introduced Tom Maupin, County Building Maintenance Superintendent. He said there would be a tour of the most recent renovations at the end of this meeting.

Tom said they will notice when they walk through the facility that most of the carpeting replacement project has been completed. He got a really good deal on a closed-out carpet that everyone seems to like. They put in a different surface at the entry to cut down on the wear. The electrician will be working on replacing the air conditioning in the dining room tomorrow. The new dryer is on order. He is getting quotes on the kitchen hood suppression system. The men’s sitting room tile floor will be taken care of tomorrow. The women’s sitting room tile supplies will not be in until July 26th, and both jobs will be a big improvement. They still need to do some work in the second floor shower room where they need to build walls. They will hire an architect to answer contractor’s questions about the design of the tub area in Section 1A. There is a question about the handicap’s ramp and making the cut through the existing wall. They decided not to regrout the remaining restrooms for a year or two, but will funnel the money into the other restroom that really needs the work. They received quotes to raise the top banister. He is still working on the building fascia, but this and some other outdoor projects have been delayed due to all of the spring rain.

COUNTY HOME ADVISORY COUNCIL MEETING MINUTES WEDNESDAY, JUNE 30, 2004

John Stricker said he met last week with the Highway Engineers Department about the parking lot renovations. They need to get some costs associated with seeding and putting in a culvert and then they will be ready to go out for bid.

Administrator's Report

Joyce Farnsworth said that Tom Maupin gave a great report on everything that has gotten done at the County Home. The carpeting on the first and second floors, the halls and three bedrooms is done. It cost much less than originally expected. It looks good and goes with the furniture. They had some painting done as well. They will be purchasing new chairs for the dining room. Their nurse is back to work now after a lengthy illness. They have 49 residents at the Home this month. Joyce said some residents took a boat ride and had a picnic at Vermillion. They had a wonderful time. They also went to the Air Show in Akron.

Other Business

Brian Feron said that a motorized wheel chair was recently donated to the Home. It needed a new seat and batteries, but those were donated. There will be a safety check done and hopefully it will be ready to use in a week or two. He said the "Friends of the County Home" are doing some nice things for the Home and it is a great way to support the overall mission.

In other old business, Emily Muscatello said she had the draft copy of the "Resident Informed Consent Form". It is a compilation of forms from different nursing homes. It is still waiting for Lynn Remington and Carol Shockley's input. She incorporated the wording, "treatment/rule" because there are some rules and treatments at the Home that people refuse to comply with. This would be documenting that they gave the resident all the reasons to comply with the treatment or rule and they still do not want to comply. For example, the staff might suggest to a diabetic person that he/she be on a special diet with low-sugar alternatives. If they would refuse the alternatives and eat whatever they want, they could have negative outcomes. The form shows that this has all been explained to them and the resident takes full responsibility for their actions.

Carol Shockley asked how they distinguish "responsible party" from the "resident" for purposes of needing a signature.

Emily said she did that because in the agreement everything says "Resident/Responsible Party". If a person is not responsible for himself/herself, the party that is responsible would have to sign on their behalf.

Carol said someone could sign themselves in but deteriorate over time and be unable to handle their own affairs. Someone is going to have to make the judgment call about turning it over to the "responsible party".

**COUNTY HOME ADVISORY COUNCIL MEETING MINUTES
WEDNESDAY, JUNE 30, 2004**

Emily said in a nursing home, an employee of the nursing home cannot be the “responsible party”.

John Stricker said it would assume to be that person unless they were probated and someone else had been designated.

Emily said it would be the County Home’s responsibility to notify someone so that they could become the responsible party.

Steve Hambley asked if a specific outcome was not listed, if that would that make them liable when an outcome that was not listed did occur.

Carol Shockley said they would make it broad, adding the phrase, “including, but not limited to...”

Skip Sipos suggested they ask their insurance company how they would want it written.

Brian asked if it would stay in the resident’s permanent file and Emily said yes.

John Stricker pointed out that it might make a resident think twice before refusing medicine and that is a good thing. He asked how they handle it now when a person refuses meds and Joyce said the nurse notes it in the book.

Emily suggested that if a person does not take their medicine they should record it and have a witness.

Phebe Simpson pointed out that the person is not consenting to anything on the “Resident Informed Consent Form”.

Skip said the person would be informed and the emphasis is more on informed.

Carol said a consent form does sound like consent to go on a field trip or something like that. Perhaps it should be called “Informed Consequence Form”.

Emily said she reviewed many words and that is what is used legally.

Skip said some procedure should be adopted that gives guidance to the staff when the situation occurs of a resident refusing to comply with advice regarding their health and safety. He said he assumes the staff gets some type of orientation.

Tanya Rodgers said there could be an additional chapter in the Employee Handbook that is appropriate for County Home employees.

**COUNTY HOME ADVISORY COUNCIL MEETING MINUTES
WEDNESDAY, JUNE 30, 2004**

John said they would not want to put something in the handbook saying they had to fill this form out for every particular incident or it could have adverse liability issues for the county. This document is an attempt to limit liability.

The group agreed to keep the verbiage. Skip said from a staff perspective, they need to know if they observe something that they should know who to tell, what they should notice, and who to go to for guidance to take the burden off the Commissioners.

Public Input

No one wished to speak at this time.

Adjournment

Brian said immediately following adjournment, those interested will take a guided tour of the facility and see the new improvements. The meeting adjourned at 7:40 p.m.

Tour of New Facility Improvements

Next Meeting

The next meeting of the County Home Advisory Council will be Wednesday, July 28, 2004, 6:30 p.m. at the County Home.

Respectfully submitted,
Pam Vereb, Secretary