

## **COUNTY HOME ADVISORY COUNCIL MEETING MINUTES WEDNESDAY, MAY 28, 2003**

### **Roll Call**

Vice Chair Brian Feron called the meeting to order at 6:32 p.m. at the County Home. The following Council members were present:

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

Absent: Chuck Hawley and Randy Schmidt

The following Ex officio members were present: Commissioner Steve Hambley, John Stricker, County Administrator, Joyce Farnsworth - County Home Administrator, and Lynn Remington - Assistant County Home Administrator. Also present was Carol Shockley from the Prosecutor's Office. (A sign up sheet is attached as Exhibit A.)

### **Approval of Minutes - April Meeting**

There was a correction to the April 30<sup>th</sup> minutes under "Report on Progress – Admissions Policy Consultant". The first sentence should read " Carol Shockley from the Prosecutor's Office said that she has not put out the request for proposal for the consultant yet". Laura Kuhl made a motion to approve the minutes as amended and Tanya Rodgers seconded the motion. There was no discussion. All voted AYE and the minutes were approved.

### **Report on Progress**

#### **Admissions Policy Consultant**

Carol Shockley said that they are still in negotiations with the consultant.

John Stricker explained that the issue centers on the high rate for travel time from Columbus and that is what the Prosecutor's Office and the consultant are trying to agree upon.

### **Continuation of Discussion on Review of Operations of County Home**

There was no update at this time.

### **Committee Reports**

#### **Facilities Committee**

Brian Feron reported that the Facilities Committee met prior to this meeting at 5:30 p.m. John Stricker, Lynn Remington, Joyce Farnsworth, Randy Bing, Tom Maupin, and he were present. He provided a summary of the capital requests and improvements suggested for the Home by the Maintenance Superintendent, Tom Maupin. Tom also provided an estimate of the costs for each item. Brian said that none of the improvements are at the critical state but there are some things that are going to be required in the future such as the elevator upgrade and fire alarm system replacement. The fire marshal gave the building a "good clean bill of health" at their inspection last month. Tom will bundle the CH repairs with other county repairs (such as the parking lot paving, painting, plumbing, and HVAC work) where practical in order to gain the benefit of

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economy. The Activity Room windows will be replaced except for one wall. The two dryers in the laundry room need to be replaced so that the laundry can be run more efficiently. The other recommended items needing replaced are carpeting in the main hallway and office, and fascia around the building. Some painting and bug infestation prevention needs to be done as well. Other areas that they recommended that they plan for from the residents and administrators viewpoint are linoleum, wallpaper, outside electrical and pole lights. Brian said that the committee felt that this was a solid plan and a good working list for the next year. They can now become more aggressive with the items on the list because the long-term prospect of the Home is known and it makes more sense to move forward. Emily Muscatello arrived during this discussion.

### **Technical Update**

Brian Feron said at the last meeting they discussed the new computers that were requisitioned and John Stricker said that they were on their way from Dell.

Laura Kuhl asked if there was a policy in place for computers.

John said county employees have to sign off and agree to the written county policy before they can use any computers, software, and related county property. According to the Data Processing Board, just the County Home staff will have access to the new computers because they will be networked onto the county backbone. Some of the old PC's could be converted for the residents' use and a dial up Internet connection could be used.

### **Other**

Ken Miller provided Council with an informative brochure about the Americans with Disabilities Act of 1990 (ADA) requirements.

### **Financial Report**

John Stricker passed out the monthly report from Chris Jakab, Finance Director. He said that it appears that they are further in debt and that is due to two reasons: 1.) No real property taxes came in during the month of April, and 2.) There were some large bills for capital improvements such as the roof repairs. There is no cause for concern because additional money will be coming in to cover the expenses. Skip Sipos arrived at this time.

### **County Administrator's Report**

Joyce Farnsworth reported that they have had one admission and three releases in May so there are 51 residents at this time. They purchased mattresses plus a rug and chairs for the porch from donations. The fire inspection was passed with no violations. The HIPPA policies and procedures for the Home have been completed. They hired a second-shift full-time employee, and a LPN has resigned. They have a new whirlpool tub that came out of donated funds.

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**Public Participation**

Al Junke, Hinckley Township, requested copies of the minutes. Council will have them put on the County website as they are public record.

**Other Business**

Brian Feron passed around updated copies of the updated 2003 – 2007 Overview. He asked for input from the group via email and said he would keep it updated with key points, ongoing discussion, and issues that need to be discussed.

Joyce Farnsworth said that she has given the paperwork about the proposed 501C3 Auxiliary to the Finance Director for review. She informed the group that the Horse Show fundraiser made \$2,800. They bought 12 sturdy chairs for the front porch, carpet, and lift chairs with the proceeds.

**Adjournment**

The next meeting will be June 25<sup>th</sup> at 6:30 p.m. The meeting adjourned at 7:00 p.m.

Respectfully submitted,

Pam Vereb, Secretary