

Cedarburg, Wisconsin
January 5, 2011

Aging and Long Term Care Committee met in the Activity Room at Lasata Crossings.

Present: Supervisors Geracie, Stumpf, Richart, Rothstein, and Curtis. Staff: County Administrator Meaux, Lasata Administrator Luedtke, Veteran's Service Officer Brown, and County Clerk Winkelhorst.

Others Present: Rob Schlicht –Wipfli, LLP Consultants and Phyllis Pinster.

Call to Order/Proper Notice/Adoption of Agenda: The meeting was called to order by Chairperson Geracie at 1:05pm. Assurance that the meeting was properly noticed, so noted by Ms. Winkelhorst. Motion made by Supervisor Richart, seconded by Supervisor Stumpf to adopt the agenda as presented. All members present voting aye. Motion carried. (5-0)

Public Comments/Correspondence/Communications: Mr. Luedtke presented Coordinator to Environmental Services Lula Newberry a commendation plaque acknowledging her 25 years of service to the residents at Lasata. Ms. Newberry will be retiring on January 31.

Ms. Pinster addressed the committee to encourage them to continue to look at a solution over the winter for the residents on 2 East wing at Lasata Care Center so that they may be able to go outside next spring. Ms. Pinster is requesting wireless internet service for residents and their visitors. Mr. Luedtke will review with Technology Resources and report back at the next meeting. Chairperson Geracie commented that staff is looking into options for the residents on 2 East.

Approve Minutes from the December 1 Meeting: Motion made by Supervisor Rothstein, seconded by Supervisor Richart to approve the December 1 minutes as submitted. All members present voting aye. Motion carried. (5-0)

1:20PM Assisted Living Manger Sonnenberg and Ryan Raskin – Beyer Construction joined the meeting.

Discussion Item:

Review of State Mandates/Priorities for Legislative Relief in Ozaukee County: Review of State Mandates/Priorities for Legislative Relief in Ozaukee County: Mr. Meaux explained that this germinated from the discussion with Senator Grothman at the last County Board meeting requesting assistance in specifying ways State and local government can save taxpayers money without endangering public welfare or safety.

Veterans Service Office:

Management/Financial/Informational Reports: The conference report was submitted and approved.

Financial report included in the packet. There were no further questions.

Honor Flight Summit will be held on January 7 to determine trips for 2011. There are still over 600 on the waiting list.

Lasata Campus:

Action Items:

Review/Approve Write-off Uncollectible Accounts for 2010: These are accounts deemed uncollectible after attempts and/or review by Corporation Counsel. After discussion with Corporation Counsel, staff is recommending to write-off \$12,929.36 in overdue accounts as uncollectible. \$15,000 was budgeted for 2010 write-offs.

Motion made by Supervisor Rothstein, seconded by Supervisor Curtis to approve the write-offs of uncollectible accounts for 2010 in the amount of \$12,929.36. All members present voting aye. Motion carried. (5-0)

Discussion Items:

Lasata Crossings Goals and Mission: Mr. Schlicht revisited the market study, industry trends, financial assessments, and assumptions that were done in 2008 to assess the need for a Residential Care Apartment Complex (RCAC). Discussion on Family Care, current market and economic conditions, and marketing. In summary, it was suggested to establish a comprehensive marketing plan and contract with or hire marketing professionals to increase the probability of filling vacancies and increasing the occupancy to a sustainable level.

Lasata Crossings Construction Costs: Mr. Raskin provided an updated budget analysis on the project. With the 21 contracts and order direct purchases there is still approximately \$220,000 to be paid out in the next 30-60 days. They are working through getting the proper paperwork from the contractors and the lien waivers from the vendors. The current anticipated project costs are \$9,746,197.17. Discussion on the analysis.

Management/Financial/Informational Reports: Mr. Luedtke reviewed the financial reports. Discussion on transportation. An update was given on the outsourcing of housekeeping which will begin on February 1.

Mr. Luedtke reported that pursuant to a request by Supervisor Stumpf he made an inquiry to the Veterans Administration to see if they would sign a contract with Lasata for nursing care of qualified disabled veterans. The response he received was that if and when they ever need another contract with a nursing home in the Cedarburg area they will contact him.

Next Meeting Date: Wednesday, February 2, 2011 – 1:00PM

Adjournment: Motion made by Supervisor Richart, seconded by Supervisor Curtis to adjourn. All members present voting Aye. Motion carried. (5-0).

Meeting adjourned at 3:15PM.

Julianne B. Winkelhorst, County Clerk

Port Washington, Wisconsin
February 16, 2011

Aging and Long Term Care Committee met in Room A-200 at the Administration Center prior to County Board.

Present: Supervisors Stumpf, Richart, Rothstein, and Geracie (8:35am). Staff: County Administrator Meaux, Lasata Administrator Luedtke, and County Clerk Winkelhorst.

Others Present: Supervisor Leider

Absent: Supervisor Curtis

Call to Order/Proper Notice/Adoption of Agenda: The meeting was called to order by Vice Chairperson Stumpf at 8:30AM. Assurance that the meeting was properly noticed, so noted by Ms. Winkelhorst. Motion made by Supervisor Richart, seconded by Supervisor Rothstein to adopt the agenda as presented. All members present voting aye. Motion carried. (3-0)

Public Comment: There was none.

Lasata Campus:

Action Items:

Review/Approve Lasata Care Center Reorganization:

Request to Fill Assistant Administrator Position, Non-Rep, 40 hrs, Paygrade Change from 111 to 110: Mr. Luedtke stated that the Assistant Administrator position was recently vacated. This position is responsible for coordinating Administrative office functions including Human Resource duties for the entire campus. This position requires a state Nursing Home Administrator's license and assumes all responsibility for operations in the absence of the Administrator as required by State Code.

In the interim, Human Resources Director Dzwinel has spent numerous half days at the Care Center at the request of the County Administrator to evaluate the filling of the position. The Administration of the Care Center and Campus in general, since the resignation of the Assistant Administrator is lacking three critical areas; personnel management, high level fiscal analysis and reporting and providing competent and continuous back-up to the Administrator. This approach to reorganization provides needed redundancy in these three areas allowing for cross support for the two Administrator positions and fiscal support across the Assistant Administrator and Fiscal Coordinator positions.

8:35AM Supervisor Geracie in attendance and assumed the Chair.

Supervisor Richart raised concerns regarding lowering the paygrade of a position that would assume the Administrator's duties if needed. Discussion on the job duties.

Motion made by Supervisor Rothstein, seconded by Chairperson Geracie to approve the request to fill the Assistant Administrator position, lowering the paygrade from a 111 to 110, and allowing the Lasata Care Center Administrator to exceed the maximum wage credit policy, and hire at any point in the pay grade accounting for the applicants experience. The majority of members present voting aye. Motion carried. (3-1) Richart opposed. This will move forward to the Administrative Committee for approval.

Request to Upgrade Account Services Coordinator Position, Non-Rep, Paygrade 105 to Fiscal Coordinator, Non-Rep Paygrade 106: Mr. Luedtke explained that this is part of the reorganization as was explained previously. The duties and responsibilities have increased and this position coordinates billing as well for the entire campus.

Motion made by Supervisor Rothstein, seconded by Supervisor Richart to approve the name change from Account Services Coordinator to Fiscal Coordinator and an increase from a paygrade 105 to

paygrade 106. All members present voting aye. Motion carried. (4-0) This will move forward to the Administrative Committee for approval.

Review/Approve Carryover of 2010 Funds: The request to carryover funds from the 2010 budget for a capital outlay projected that was started in 2010 and for the contracted Measurable Management Training Program the will not be completed until February of 2011.

Motion made by Supervisor Stumpf, seconded by Supervisor Rothstein to approve the carryover of 2010 funds in the amount of \$47,500. All members present voting aye. Motion carried. (4-0) This will move forward to the Administrative Committee for approval.

Next Meeting Date: Wednesday, March 2, 2011 – 1:00PM

Adjournment: Motion made by Supervisor Richart, seconded by Supervisor Stumpf to adjourn. All members present voting Aye. Motion carried. (4-0).

Meeting adjourned at 8:53AM.

Julianne B. Winkelhorst, County Clerk