APPROVED MINUTES
Bloomfield Commission
Tuesday, June 20, 2017, 1:30 p.m.
Bloomfield Healthcare and Rehabilitation Center
3151 County Rd CH
Dodgeville, Wisconsin

Iowa County Wisconsin

1	Meeting was called to order by Chair Jinkins at 1:31 p.m.
2	Roll Call. Members present: Jinkins; Anderson, Palzkill, Paull & Thomas. Others present: Bierke, Clement; Crook; Duve; Fure; Burreson; Schwarz; Scott; Vondra & Oellerich. John Meyers entered the meeting at
3	Approve the agenda for this June 20, 2017 meeting. Motion by Anderson to approve the agenda of the June 20, 2017 meeting. Thomas seconded the motion. Aye: 5; Nay: 0. Motion carried.
4	Approve the minutes of the May 23, 2017 meeting. Motion by Palzkill to approve the minutes of the May 23, 2017 meeting. Paull seconded the motion. Aye: 5; Nay: 0. Motion carried.
5	Report from committee members and an opportunity for members of the audience to address the Committee. No action will be taken. Jamie Duve, DON introducted new staff members including: Corrissa Burreson, Employee Relations Assistant, Tracy Scott, MDS Nurse and Heidi Schwarz, Nurse Manager. Anderson commented that the number of Bloomfield Commission members is to be voted on at tonight's county board meeting to bring the number to five – three county board members and two community members. This will be consistent with other county committees.
6	Prairie Village Care Committee update. Jinkins reported one member of the committee is unable to serve due to health issues. A possible new member has been decided. Currently the committee is going over the articles of incorporation with minor changes and working on the bylaws next. Prairie Village Care has no funds and would entertain the possibility of a joint Bloomfield/Prairie Village Care gathering for various financial institutions. A short discussion on USDA loans ensued.
7	Review Bloomfield Commission Duties. Jinkins reviewed the Bloomfield Commission purpose and noted the change of committee size.
8	Request and possible approval of linens – Dietary Dept. Mary Crook presented the total quote of $1259.80 for new linens for the main dining room. The previous linens were purchased in 2011. There was discussion regarding whether or not it would be appropriate to use the Campbell funds for linen purchase. Thomas asked about other donated funds. Motion by Anderson to take $1260.00 from donation trust funds to purchase vinyl tablecloths. Motion seconded by Thomas. Anderson questioned the statement on the quote regarding taxes. Iowa County purchases are tax exempt. Aye: 5; Nay: 0. Motion carried.
9	Compliance Annual Maintenance Report review and approval. The Compliance Maintenance Annual Report was reviewed, as well as a written report from Jake Tarrell, ES Director. A short discussion ensued on procedures and timelines. Bierke added a decision might have to be made by the end of the year as to what the long-range plan will be for the sewer plant. Paull asked what county committee would be in charge of the sewer update. There was no concensus on which committee. Further discussion regarding the DNR, allowance & variances and phosphorus ensued. Motion by Anderson to approve the Compliance Maintenance Annual Report. Motion seconded by Paull. Aye: 5; Nay: 0.

10	Update on Administrative/Management position. Bierke announced that Tessa Fure, Social Worker would be leaving July 14. There is an accepted offer for the Social Worker position. Jana Clement, Interim Administrator's contract will be up at the end of the month. There is an accepted offer for the Administrator position and hoping the Administrator will be in place by the end of July. Clement is recommending Mark Vondra as Interim Administrator.
11	Mission Statement review. Clement explained the Mega rule and QAPI committee. With the new Mega rule the mission statement, vision and values will need to be in place. The current mission statement and an updated mission statement were reviewed. Duve suggested a broad statement and one of the best she has seen included: "during life's health transitions…" Anderson prefers a broad short statement. Paull asked about the market study from WIPFLI and using that data to help with the mission statement. Bierke will get that information to the commission by tomorrow. Consensus was that the Bloomfield department heads and Bloomfield commission would work together to come up with mission statement, vision and values in a 2 to 4 hour work session. Thomas would like to see the new Administrator and Social worker involved. Anderson suggested Paul Ohlrogge to help. Goals and strategic planning were also discussed.
12	Chairman's Report. Chair Jinkins reported that he and Mark Vondra, Business Manager had renewed a $50,000 CD for 36 months at Community First Bank in Livingston. A $75,000 CD was cashed in to purchase the Bloomfield bus. Another $50,000 CD will be due at Farmers Savings Bank on July 20, 2017. Anderson suggested that CD be put out to bid. Banks mentioned were Clare Bank; Royal Bank; Heartland; Mound City Bank; Farmers Savings Bank; Community First, Livingston; Peoples Bank in Barneveld
13	Activities Report – Activity report included the successful Father's Day Burgers and Brew picnic, enjoyed by many. An update from A & J Mobility regarding the Bloomfield bus and possible signage for the bus. Commission members would like to see quotes for vinyl and magnetic signs along with updated graphics. Mueller Graphics in Barneveld and Funk Signs in Dodgeville were Iowa County businesses mentioned.
14	Dietary Report – Mary Crook reported she has one new employee starting and will be at full staff. Reported on the Burgers and Brew Father's Day event and the new taco bar on Tuesdays, as well as, summer picnics on the patio.
15	Social Services Report – Tessa Fure reported that in May 2017 there were 14 referrals with 3 accepted/admitted; 7 denied; 2 accepted/lost and 2 lost. There were six discharges in May. Tessa was thanked for her service at Bloomfield Healthcare & Rehabilitation Center.
16	Environmental Services Report – Jake Tarrell was not in attendance.
17	Nursing Services Report – Nursing reported they are continuing to hire and fill positions. Staffing is much better. Weekends and PM shift staff are needed.
18	Business Office Report – Mark Vondra reported Campbell Funds as of 5-31-17: CD's - $625,000; Premier Checking account - $34,750.10; LGIP - $5,951.56; Interest Earned year to date - $1,975.98; Expenses year to date - $9,223.64. Vondra presented a written operational report through 04/30/17. The committee would like to see the % of 2017 budget for each of the expenses.
19	Interim Administrator Report – Jana Clement, Interim Administrator reported the May 2017 census was 52.6. She noted the Medicare A numbers need to increase. She brought up marketing, discharge planning, and stated the social worker does not have time to go to hospitals. Paull asked about her experience with interns.
20	Other Business. The committee thanked Jana Clement for her time and service.
21	Next meeting date. The next meeting will be Tuesday, July 18 at 1:30 p.m.

22	Adjournment. Motion by Thomas to adjourn and seconded by Palzkill. Aye: 5; Nay: 0. Motion carried. Meeting adjourned at 3:19 p.m.