

**VERNON MANOR BOARD OF TRUSTEES**

**January 8, 2010**

The meeting was called to order in the Conference Room of Vernon Manor at 8:30 a.m. Present were Raymond Moser, Ole Yttri, Barbara McNeal and Nancy Witthoft, Administrator.

Affirmation of proper public notice of the meeting was given. Moved by Mr. Yttri, seconded by Ms. McNeal, all voting aye by voice vote to dispense with the reading of the proceedings of the December 11, 2008 meeting and to approve the proceedings as printed.

Monthly bills were reviewed. It was moved by Ms. McNeal, seconded by Mr. Yttri, all voting aye by roll call vote to approve the bills as reviewed and authorize payment.

**Administrator's Report:**

- **Census** – Today is 92. In December we admitted 22 residents. Our discharges were 21 so we had a gain of one person to our base. All the area facilities are experiencing the same problem.
- **Marketing** – Ads in paper and radio ads for Christmas music.
- **Staffing** – We are adjusting staffing as the census moves down – there is one nurse out for surgery, but others are picking up the extra hours.
- **WIPFLi** – Two people from WIPFLi will be here January 13, 2010 to do interviews. Trustees were requested to sign up for a time to be interviewed. Also, a reminder that there will be a meeting with WIPFLi on Monday, February 1, 2010.
- **Union** – On January 12<sup>th</sup>, the Administrator will meet with personnel and attorney Tom Rusboldt to prepare for January 19<sup>th</sup> union negotiation and mediation.
- **SP Payment** – We received our final check the end of December. Our December deposit was \$40,000 shy of one million.
- **WWC** – Administrator met with regional administrators to discuss Western Wisconsin Cares 2010 contract. We have several questions, but overall the contract is okay.
- **Bariatrics**– We have admitted an 800 pound person and will be taking a 698 pound person. When we get the referral we are told no one else will take these people so the agencies are willing to pay us our bariatric rate.
- **Vaccine**– H1N1 vaccine is being given to the residents now. The majority of the staff have received it.
- **Financials** – for November show a loss of \$6.73 per resident per day year to date. Because the census was down, revenue was down by \$50,000 for the month. Expenses increased by \$14,800 due to insurance premium paid. The final SP Payment due in December should cover all losses.

The agenda being completed, motion by Mr. Yttri, seconded by Ms. McNeal, to adjourn. All members voting aye.

The meeting adjourned at 9:40 a.m. Next meeting date: Friday, February 12, 2010 at 8:30 a.m.

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Raymond Moser, Chairperson

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James Servais, Board Member

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Edward Martinez, Board Member

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Ole Yttri, Board Member

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Barbara McNeal, Board Member

