

**VERNON MANOR BOARD OF TRUSTEES**  
**JUNE 10, 2010**

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

Affirmation of proper public notice of the meeting was given. Moved by Mr. Servais, seconded by Ms. McNeal, all voting aye by voice vote to dispense with the reading of the proceedings of the May 14, 2010 meeting and to approve the proceedings as printed.

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

**Administrator's Report:**

- **Union** – Administrator was asked by Union rep to discuss a grievance outside the Trustee meeting. The Administrator returned stating the grievance to reinstate an employee was settled by agreeing to give a neutral reference if called by an employer. The Trustees agreed this was a good settlement.
- **Census** – At this time the census is slowly rising. We are at 86 today. The plan remains to downsize four (4) beds on July 1, 2010.
- **Marketing** – We had an active Nursing Home Week celebration with a Blood Drive and Chicken-Q. We hosted an Elder Abuse Program and the County Dairy Princess contest.
- **Staffing** – We have (2) nurses out, the Maintenance Director's mother passed away and the Activity Assistant had a four-wheeler accident.
- **Survey** – On May 24<sup>th</sup>, the Administrator submitted the paperwork to have the state review the two Immediate Jeopardy cites we received on the resident abuse case. We received a letter stating that the IJ's will remain. Our argument was that they were given to us after the fact but this did not matter because of the severity of the abuse.

The federal engineer has not accepted our plan of correction so I will be rewriting a portion of it to satisfy him.

- **WAHSA Meeting** – The Administrator will attend a meeting and hopefully receive information on next year's supplemental payment program.
- **Credit Cards** – Vernon Manor has no major company credit cards policy approved by Trustees.
- **Financials** – Month of April reviewed :

YTD Operating Revenue ppd.	212.54
YTD Operating Expense ppd.	224.52
Loss ppd.	\$(11.98)

Our YTD loss is \$(125,644).

We will receive a \$163,000 check in June; however, if census does not increase we will not make our bottom line for 2010.

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

The meeting adjourned at 10:15 a.m. Next meeting date: Friday, July 9, 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