

VERNON MANOR BOARD OF TRUSTEES

November 12, 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, James Servais, Edward Martinez, 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 October 15, 2010 meeting and to approve the proceedings as printed.

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

Administrator's Report:

- **Census** – Average 82-84, we have 6 people ready for discharge.
- **Marketing** – Family Night was an excellent event. We had a great turnout.
- **Staffing** – Hired a couple of part time C.N.A.'s to help cover weekends. We have one out with surgery and one with a broken foot.
- **Union Negotiations** – Still meeting and having discussions on insurance and raises – I will be out of town for the next session, but Ray Moser will attend.
- **Medical Director** – Dr. Feltes has had surgery and will be out until sometime in December.

CLOSED SESSION:

* At approximately 9:18 a.m. it was moved by Mr. Servais, seconded by Mr. Martinez to enter into closed session pursuant to Wisconsin Statutes Section 19.85. On roll call vote, the vote was Servais, yes, Moser, yes, Martinez, yes, Yttri, yes, McNeal, yes. Accordingly the Board entered into closed session

*At approximately 10:25 a.m., it was moved by Mr. Yttri, seconded by Mr. Martinez to return to open session. On a roll call vote, the vote was Servais, yes, Moser, yes, Martinez, yes, Yttri, yes, McNeal, yes. Accordingly, the Board returned to open session.

***Decision:* The Administrator will inform the union that the Trustees uphold the termination of the two people who filed a grievance.

Administrator's Report continued:

- **WIPFLi**– A discussion was held on extending the contract with WIPFLi to continue our strategic planning. All agreed to have the Administrator discuss steps and costs.
 - The Administrator will complete the application for the state property incentive program and submit by December 1, 2010.
- **Rate Letter**– We will receive an increase in MA rates by \$2.50 per day. Total is \$137.64.
- **Financials** – September Profit and Loss Report reviewed. The facility continues to lose \$25.45 per day. Revenue is down due to low census. Expenses were down by \$40,000 over August.

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

The meeting adjourned at 10:50 a.m. Next meeting date: Friday, December 10, 2010 at 8:30 a.m.

Raymond Moser, Chairperson

James Servais, Board Member

Edward Martinez, Board Member

Ole Yttri, Board Member

Barbara McNeal, Board Member

