

MARINETTE COUNTY GROUP HOME ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
December 14, 2016 @ 5:00pm
CROSSROADS
N2981 Schacht Rd
Peshtigo WI 54157

1. Call Meeting to order
2. Approve/amend agenda items
3. Approve last minutes from November 15th
4. Public Comment
5. Approve financial
6. Approve insurance report
7. Manager Reports:
 - Anthony House: Presented by Joe Reines
 - Crossroads: Presented by Bonnie Latimer
 - Taylor House: Presented by Pam Losinski
8. Policy Review:
 - Drug Testing
 - Personnel Benefits: 401K and Health Clinic
9. Growth Plan for Marinette County Group Home Assn.
10. Schedule next meeting date:
11. Adjournment

Note: Agenda items may not be considered & acted upon in the order listed.

Board of Directors:	Connie Seefeldt, President Bev Noffke, Vice President Paul Aftanas, Treasurer Kevin Vidas Kim Barlament Zak Albrecht
County Board Rep:	Russ Bauer
Student Rep:	Vacant
Anthony House Manager:	Joe Reines
Crossroads Manager:	Bonnie Latimer
Group Home Administrator:	Pam Losinski
Finance:	Robin West

MARINETTE COUNTY GROUP HOME ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
Tuesday, November 15, 2016
Anthony House @ 12:00pm
900 Wells Street
Marinette, WI 54143

- 12. Call Meeting to order:** President Connie Seefeldt called the meeting to order at 12:00pm. Present were Connie Seefeldt, Paul Aftanas, Zak Albrecht, Russ Bauer, Joe Reines, Bonnie Latimer, Pam Losinski, Robin West.
Excused were Scott Ries and Kim Barlament.
Absent was Bev Noffke
- 13. Approve/amend agenda items: MOTION** (Bauer,Albrecht) to approve the agenda. Motion carried. No negative vote.
- 14. Approve last minutes from August 22: MOTION** (Bauer, Albrecht) to approve the minutes. Motion carried. No negative vote.
- 15. Approve new Board of Directors Member, Kevin Vidas:** (Aftanas,Albrecht) to accept Kevin Vidas to fill the vacant Board of Director position. Motion carried. No negative vote. Vidas comes to the Board as an active community member as well as a Marinette Business Owner of NKS.
- 16. Public Comment:** None
- 17. Approve financial:** Robin West presented the financial report. Losinski reported that a used 15 passenger van was purchased for Crossroads, utilizing the Capital Subsidy Funds. **MOTION** (Aftanas, Bauer) to approve the financial report. Motion carried. No negative vote.
- 18. Approve insurance report:** Losinski reported that MCGHA's current UE is 0.9 as West was able to voluntarily contribute to the reserve account to bring it down 0.1. **MOTION** (Albrecht, Bauer) to approve the insurance report. Motion carried. No negative vote.
- 19. Manager Reports:**
Anthony House: Presented by Joe Reines
- **The Occupancy Rate** for August was 304 days of utilization or 82%. September was 293 days of utilization or 81%. October was 234 days of utilization or 63%.
 - We have had a few days here and there where we have been down to two to four residents, and during those days the staff started on a thorough fall house cleaning. Our carpet shampooer has died though and we are in the process of purchasing a new one.
 - This past week is the first time in over a year that we have not had at least one Drug Court Participant at the house. Since we started working with the Drug Court we have "hosted" 17 of their 22 participants, and we may be getting another one shortly.
 - After the basement flood we had in mid-August; we had to replace the work-out floor and yoga mats, in addition to the professional cleaning that needed to be done. I believe insurance covered all of this.
 - We hired one new overnight staff person and one of the staff from the pm shift returned to her position before we could find a replacement for her. We have 2 staff celebrating their 5th Anniversary today.
 - Thankfully a couple of years ago when we needed several new appliances we purchased the "protection plans"; in the last couple of months Sear's has been here for the

Microwave and the Dishwasher. They are due here tomorrow to repair the ice maker in the fridge.

- We had a nursing student do her internship with Pam for several weeks.
- Dennis planted several trees in the front and side yard.

Crossroads: Presented by Bonnie Latimer

- Usage

August 42%

September 30%

October 41%

November 42% as of today.

- Personnel

Had 3 staff quit; Kelly Ermis, Samantha Duffield and Leah Hoffman. We just hired Margaret Flanigan for the Wed-Sat third shift position. She is an LPN with experience working with Adults in Group Homes. Stephanie Deiroun will begin training soon as a part timer. She is certified in Applied Behavioral Analysis which is a certification to work with autism. Charley Kangas just put in his two week notice.

- Residents

Currently we have 5 residents in placement, 3 of them are from Oconto County. We had to have a resident removed due to violence. Another resident from Oconto County was recently removed due to total disregard for rules, staff and other residents.

- Vehicles

Received our new van, very nice! Car is holding up.

- Property

The handicap shower was replaced with a bathtub and the bathroom upstairs will need the tub replaced. The old one is cracking. Kitchen counters will be replaced and we purchased a new stove.

Taylor House: Presented by Pam Losinski

- **Personnel:** One of the full timers went to part-time and Linda Norton, who briefly worked at Crossroads, transferred to Taylor House.
- **Residents:** All are doing very well. They have been going to various social events, sponsored by various non-profit groups this fall. Some medical problems have arisen with some of the residents but they are being handled well.
- **Property:** New garage doors and a garage door opener will replace the old ones so we can actually park in the garage this winter. A new front door greets visitors. The basement is now dry after some foundation work and a barrier was placed around it.

9. Policy Review: Random Drug Testing

20. Personnel Benefits: 401K and Health Clinic possibility. Information Only

9. Closed Session: Not necessary for this meeting.

10. Open Session: Not necessary for this meeting.

11. Schedule next meeting date: 12/14/16 at 5:00pm at Crossroads

12. Adjournment: MOTION (Albrecht/Vidas) to adjourn at 12:55pm. Motion carried. No negative vote.

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