

MARINETTE COUNTY GROUP HOME ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
May 21, 2018 at 12:00pm
Maritime Center of Excellence
1320 Main St.
Marinette, WI 54143

1. **Call Meeting to order:** Connie Seefeldt called the meeting to order at 12:01pm. Present were Connie Seefeldt, Bev Noffke, Paul Aftanas, Scott Ries, Kim Barlament, Zak Albrecht, Ivy Sutek, Rebecca Moody, Brianna Armstrong, Pam Losinski, Robin Kinzer West
Excused: Kevin Vidas, Bonnie Latimer.
2. **Approve/amend agenda items: MOTION** (Albrecht, Barlament) to approve the agenda. Motion carried. No negative vote.
3. **Approve last minutes from March 14, 2018: MOTION** (Aftanas, Albrecht) to approve the minutes after correcting Kevin Vidas as excused from the meeting. Motion carried. No negative vote.
4. **Public Comment:** Bob Hoyer has been appointed to the committee of Marinette County Group Home Association, but has not been confirmed. He is a retired teacher and Represents the Town of Stephenson. The Board introduced themselves and welcomed him.
5. **Manager Reports:** Information Only

Anthony House: Presented by Rebecca Moody

- We currently have 9 residents; 4 of which are drug court participants
- **Occupancy Rates:**
 - The Occupancy Rate for February was 260 days of utilization or 77%
 - The Occupancy Rate for March was 293 days of utilization or 79%
 - The Occupancy Rate for April was 273 days of utilization or 76%
- Thank you to the Department of Health and Human Services for hosting the annual Crisis Training in March. This training provides our staff with a great opportunity to advance their knowledge and skills to work in crisis management, as well as the importance of assisting residents in their recovery and continuity of care.

Crossroads: Presented by Pam Losinski

- **Occupancy:** March-85% and 1 Diversion placement
April-83% and no Diversion placements
May-Currently at 94% and 1 Diversion placement
Currently we have 5 long term group home placements, 1 voluntary, 1 court ordered 30 days and 1 diversion. Two of the long-term placements (both out of county) will be leaving by 6/8/18.
- **Personnel:** Crossroads is currently fully staffed. No issues to report.
- **Building and Grounds:** The lawnmowers are all in working order and the property is in good condition.
- **Vehicles:** Up to date on oil changes and no repairs needed in the near future.
- **Activities:** Residents all have very busy schedules, doing lots of running to soccer practice, baseball practice, doctor and therapy appts. Try to fit in time to do Some fishing, walking, bike riding. Did go to a car show a couple of weeks ago. We are looking forward to the one in Oconto Falls for Memorial Day.

Taylor House: Presented by Brianna Armstrong

ACTIVITIES:

- Bingo [Sunday nights]
- Watching movies together [Saturday Afternoons]
- Mall walking [Wednesday afternoons]
- Shopping [Monday nights]
- Twice Monthly Opportunity [Incentive Program] to go Out to Eat. This has been going very well; all participate
- Encouragement Notebook individual notebooks where they can write encouraging and positive message to one another
- Residents have been given opportunity to attend:
 - Free Events [movie, music, game night] @ Abundant Joy Gifts and Gathering Place; continually refuse.
 - Music in the Park: Marinette, Menominee, Peshtigo [Free]
 - County Fair
 - DeYoung Zoo: With summer coming up they will have the opportunity to attend:
 - Picnics will also be available weekly to clients as the weather continues to get warmer

STAFF:

- Short-staffed as a NOC staff resigned to pursue other career goals; a part-time TH staff accepted the NOC shift opening
 - Home Manager and staff worked together to accommodate the remaining open shifts in the schedule
- Home Manager has put in her notice; Brianna graduated with her BSW at the beginning of May and has accepted a new position with Manitowoc County. Her last day will be May 27th.
 - Patti Hiers, TH staff member, has accepted the offer to become Home Manager

HOME ISSUES

- Taylor House is need of an oven [gas] as theirs has not been working
 - Staff has worked to accommodate with lapse with kitchen appliances including:
 - Toaster Oven, Air Fryer, and Crock Pot
- The kitchen sink is need of a replacement hand sprayer which has begun to turn on without
- being utilized by staff preventing the sink from working properly; the water to the sink was turned off for a couple of hours until it was repaired.
- The Home will be getting sprayed [by TH staff] for ants and Rose [?] beetles that continue to get into the house.

VEHICLE ISSUES

- TH van is in need of a new rear windshield wiper as it stopped functioning
- It will be receiving its annual interior cleaning from Ultimate Car Care at the beginning of June

6. **Approve financials: MOTION** (Aftanas, Ries) to approve the Financial Report. Motion carried. No negative vote.
7. **Closed Session: MOTION** (Albrecht, Barlament) To enter into closed session at 12:23 p.m per Wisconsin Statute 19.85(1)(c) considering employment, promotion and compensation over which the Board has jurisdiction. Also per Wisconsin Statute to 19.85 (1)(i) considering any and all matters related to acts by businesses under s. 560.15 which, if discussed in public could adversely affect the business, its employees or former employees.
Roll Call Vote taken. All approved.
Present: Board Members, Attorney, Accountant, Administrator
8. **Open Session: MOTION** (Noffke, Albrecht) to enter open session per Wisconsin Statute 19.85 (2) at 1:32pm. Motion carried, No Negative Vote.
The Board thanked the Crossroads Employees for all of their professionalism and dedication throughout the years. The Board directed the Administrator to move forward with plan.
9. **Schedule next meeting date:** Doodle to find best date
10. **Adjournment** (Reis, Noffke) to adjourn at 1:35p.m. Motion carried. No negative vote.

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 Scott Ries Kevin Vidas Kim Barlament Zak Albrecht
County Board Rep:	open
Student Rep:	Ivy Sutek
Anthony House Manager:	Rebecca Moody
Crossroads Manager:	Bonnie Latimer
Taylor House Manager:	Brianna Armstrong
Group Home Administrator:	Pam Losinski
Finance:	Robin Kinzer West

