

MARINETTE COUNTY GROUP HOME ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
Thursday, March 7, 2013
Anthony House @ 5:00pm
900 Wells Street
Marinette, WI 54143

1. **Call Meeting to order:** President, Dennis Dieck called the meeting to order at 5:00pm
2. **Approve/amend agenda items:** **MOTION** (Seefeldt/Noffke) to approve the agenda. Motion carried. No negative vote.
3. **Approve last minutes from December 13, 2012:** **MOTION** (Seefeldt/Erdmann) to approve the minutes. Motion carried. No negative vote.
4. **Public Comment:** none
5. **Approve financial/insurance report/fund balance:** Aftanas presented the 2012 year end finance report as well as the January finance report. Losinski presented the current savings to the county for Anthony House usage, the 2013 workers comp insurance rate increase and reasons for it, and the county board approval to utilize the capital subsidy fund for other Anthony House capital purchases-retroactive.
MOTION: (Noffke/Dieck) to approve the financial/insurance report/and fund balance information. Motion carried. No negative vote.
6. **Auditors here on March 21 and 22:** They will be based at Anthony House rather than the County Treasurer's office this year.

7. **Manager Reports:**

Anthony House: Presented by Joe Reines

- Occupancy Rate for December was 149 days of utilization or 69%
Occupancy Rate was 140 days of utilization or 65% and for February 71 days of utilization or 36%. This is now based on the 7 beds.
- In December all staff took part in a 4 hour training for Crisis Workers offered by Rob Valentine from ADAPT
- As of January 1st, both employees for each shift are on the same pay schedule as they will be sharing equal responsibility.
The Job Description for "Mental Health Crisis Worker" has been revised to reflect this.
- Since Marinette has a Recycling Program, we developed a plan to take part in recycling our recyclables. We are hoping to be able to cut back to maybe an every other week pickup for our dumpster by Waste Management.
- In March and April we will have Nursing Students from NWTC shadowing the staff as they did last year.
- We are working on starting a "Healthy Wellness Program" involving staff and residents that will get everyone up on their feet and moving.

Crossroads: Presented by Pam Losinski

- Bed Usage for January was 64%
- Bed Usage for February was 51%
- Currently we have 3 female and 4 male long term residents. One of the males is on the runaway status and the other will be returning to us from a 30 secure stay that was ordered by the judge.
- Three new part time staff have been hired, to help with coverage due to new resident and help out with weekends. They are Chad Francour, Sarah Kokott and Shane Adell. Marinette County Health and Human Services will be paying for the 54 new hours (staff coverage for new resident).
- State Licensing came on Tuesday and we are pleased that we didn't have any citations! Congratulations went out to all staff and the residents for their good work.
- The Therapeutic Groups on Tuesdays and Thursdays has been running smoothly. They are run by aAdapt counselor and Child and Family Social Worker. Todd Holman has been hired to take over the therapist position, that was vacated in January. He should be in place by the end of the month.

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- Staff Member, Ron has started to grow veggies and flowers for the upcoming summer, residents have all been helping out.
 - Would like to look at purchasing a new sliding glass door for dining area. The screen door is twisted and the gas from in between the panes has leaked out. If we cannot get whole door could we get screen door if available to purchase? **MOTION:** (Noffke/Aftanas) to approve manager reports. Motion carried. No negative vote.
- 8. Employee Incentives:** Birthday lunches, card from management and "Pat on the Back" all discussed.
 - 9. Policy Review:** none
 - 10. Growth Plan for Marinette County Group Home Assn.** Building under way as soon as it clears state review. The loan through Marinette County has been obtained at 2.5% for 20 years.
 - 11. Donation thank you:** Dennis Dieck secured a donation through his place of employment, for doing the volunteer work he does with this Board of Directors. These funds will be utilized for employee incentives.
 - 12. Schedule next meeting date:** Meeting will be held on May 30th. Pam Losinski will poll members when it gets closer to the date, to determine whether it will be held at 12:00pm or 5:00pm.
 - 13. Adjournment: MOTION** (Noffke/Aftanas) to adjourn at 6:10 pm. Motion carried. No negative vote.

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

Board of Directors:	Dennis Dieck, President (present) Doug Erdmann, Vice President (present) Open position, Secretary Paul Aftanas, Treasurer (present) Matt Evancheck (present) Bev Noffke (present) Rick Thill (excused)
County Board Rep:	Connie Seefeldt (present)
Advisory Board:	Kent Hoffmann (present)
Student Rep:	Vacant
Anthony House Manager:	Joe Reines (present)
Crossroads Manager:	Bonnie Latimer (excused)
Group Home Administrator:	Pam Losinski (present)
Finance:	Kristi Yates (excused)

*Approved
5-30-13*