

**\*MARINETTE COUNTY GROUP HOME ASSOCIATION, INC.**

**BOARD OF DIRECTORS MEETING**

Thursday, November 1, 2012 2013

Anthony House @ 12:00pm

900 Wells Street

Marinette, WI 54143

1. **Call Meeting to order:** President, Connie Seefeldt called the meeting to order at 12:00pm.
2. **Approve/amend agenda items:** MOTION (Noffke/Aftanas) to approve the agenda. Motion carried. No negative vote.
3. **Approve last minutes from October 1<sup>st</sup>:** MOTION (Seefeldt/ Noffke) to approve the minutes from October 1. Motion Carried. No negative vote.
4. **Public Comment:** Seefeldt stated that she was pleased with the turnout for the meeting. Current board members were introduced to the potential board member. Information Only.
5. **Approve financial/insurance report/fund balance:** Workers Comp for next year. MCGHA is out of the Workers Comp pool as of January 2014, as our experience modifier is down to .9 and we are eligible to shop for rates. The insurance company was very complementary of this score, given the difficulty of the clientele we serve.  
**AH Cost Savings to the county in the last 9 years: \$3,827,673**  
**CR Cost Savings to the county in the last 8 years: \$1,481,801**  
MOTION (Noffke/ Seefeldt) to approve the financial, insurance and fund balance reports. Motion Carried. No negative vote.

6. **Manager Reports:**

Anthony House: Presented by Joe Reines

- Occupancy Rate for September with 8 beds was 131 days of utilization or 60%.
- With the \$3800.00 received from the Marinette Menominee Community Foundation Derusha AODA Fund, we purchased books, videos, Cd's, and DVD's from Hazelden in Minnesota, along with DVD and CD players.
- We were able to purchase the new vitals machine that was mentioned at the last meeting with funds remaining in the budgeted medication account.
- Dennis, our maintenance person, has been finishing up projects not completed by the Contractor hired to do the addition. He has made great headway on the office this week.
- At the completion of the addition, the state named several items that needed correction. We then sent the changes into the state for final approval. This brought up several other areas of improvement, such as changing our client group to include strictly AODA clients. With some discussion, the state decided that we could keep our current license clientele, which is mental illness and emotionally disturbed, until we begin admitting some clients who are strictly AODA. MCHHSD and the judicial system are working on a grant to address the drug problem in our community. This would entail a Drug Court, in which non-violent addicted individuals could be mandated to AH in place of their jail sentence. They would have to comply with all rules, including drug testing.

Crossroads: Presented by Bonnie Latimer

- Crossroads currently has 5 males and 3 female. All three females will be leaving by the end of next week, according to DHS. A new long term male is scheduled to come in on Friday. Usage for October was 95%.
- Painting and small repairs are being done this month. We have been preparing the outside for winter.
- We are also looking for a solution to the lack of privacy in the staff office. Sound proofing is planned.

- Residents and staff participated in Chain Reaction day on Oct 18<sup>th</sup>. They also volunteered at the suicide walk.
- All of the employees are looking forward to a night out together for supper to celebrate surviving a very trying few months of having an incredibly difficult mix of kids under one roof. Four social workers from Health and Human Services are going to cover the house for a few hours so all of the staff can go.

Information Only

- 7. Board Member Recruiting:** Accepted Kent Hoffman resignation. Doug Erdmann and Kim Barlament, the Director of Special Education for Peshtigo Schools, agreed to be on the Board.  
**MOTION** (Noffke/Aftanas) to approve new board member, Barlament, to the board. Board cast a unanimous vote.
- 8. Policy Review:** none
- 9. Employee Incentives:** Would like to give staff a bonus. All full time employees, who have worked for the association for a full year will get the same amount. Others will be prorated, according to how much of the year they worked and how many hours a week they work. **MOTION** (Aftanas/ Noffke) to approve a bonus dependent on the budget. This will be revisited at the December meeting to determine the amount. Motion carried. No negative vote.
- 10. Contract Employees:** When the association has a contractor perform work, letters will be given to new contractors, requesting a completed W-4 form and a copy of their workers comp. The exception will be the person who does maintenance who will be covered under an Indemnity Agreement for the rest of the year and then MCGHA Workers comp starting January 2014. No Action-Discussion Only.
- 11. Employee expense reports:** Losinski will write a Policy to address a process for approval of employee expense reports and present at December Meeting. No action-Discussion only
- 12. Schedule next meeting date:** Annual meeting at Crossroads. December 9<sup>th</sup> at 5:30pm. Dinner will be served by the Crossroads Staff and residents. Information Only
- 13. Adjournment:** (Noffke/Aftanas) **MOTIONED** to adjourn at 1:16pm. Motion Carried. No negative vote.

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

<b>Board of Directors:</b>	Connie Seefeldt, President <b>(present)</b> Bev Noffke, Vice President <b>(present)</b> Open position, Secretary Paul Aftanas, Treasurer <b>(present)</b> Matt Evancheck <b>(present)</b>
<b>County Board Rep:</b>	Connie Seefeldt <b>(present)</b>
<b>Advisory Board:</b>	Kent Hoffmann <u>resigned</u>
<b>Student Rep:</b>	Vacant
<b>Anthony House Manager:</b>	Joe Reines <b>(present)</b>
<b>Crossroads Manager:</b>	Bonnie Latimer <b>(present)</b>
<b>Group Home Administrator:</b>	Pam Losinski <b>(present)</b>
<b>Finance:</b>	Kristi Yates <b>(excused)</b>
<b>Others Present:</b>	Kim Barlament Doug Erdmann

*Approved*  
*12-9-13*