

SAMARITAN COMMITTEE

March 21, 2006

9:00 AM

Present: Dan Stoffel, Ralph Hensel, Larry Hoffman, Brian Bausch, Paul Tuchscherer, Ed Somers

Also Present: Ryan Raskin, John Kapal, Jessica Trapp, Kim Nass

Meeting called to order at 9:00 AM.

Paul Tuchscherer moved to approve the minutes of 2/21/06, second by Ralph Hensel, motion carried.

Report on Vent Unit - At the last meeting the committee requested that Mr. Somers explore the possibility of opening a vent unit at Samaritan due to the closing of the Hartford Unit. On February 22, 2006 Mr. Somers and Kathie Braun toured the ventilator unit at Hartford Hospital to get an idea of the requirements of the residents currently on the unit. Mr. Somers also contacted Lydia Reitman from the Bureau of Quality Assurance to find what was necessary to have a certified vent unit, certification is a requirement to receive the enhanced reimbursement.

A certified unit requires 24-hour access to respiratory therapists; competency of nursing staff with regard to trache and vent care; ventilator and suction machine maintenance schedules; protocol for trache care; Occupational Therapy, Physical Therapy, and Speech Therapy available; Therapeutic Recreation; Policies and Procedures for Infection Control, Pharmacy, Back up generators, and Training Modules. Samaritan can provide most of these services now but wouldn't meet the requirements to receive the enhanced rates. We would have to develop policies and train staff for a certified unit, as well as improve the emergency power capabilities.

It will require a significant investment to create a unit of the same quality as the Hartford Unit, however it is the best for patient outcomes. The cost to convert the 4-North Unit would be between \$150 and \$200 per square foot. Mr. Somers said the unit would have to be built with sales tax dollars if it is ever to cash flow, the staffing requirements etc. would make it difficult to impossible to recover the capital investment. The residents at the Hartford unit were able to find placement.

WPS Energy Services versus Utility discussion - Samaritan purchases its' gas from WPS Energy Services, a gas marketer. The history of WPS versus the cost of gas purchased from the utility has been poor. Mr. Somers recommended moving back to WE Energies. The committee agreed with Mr. Somers recommendation, however, they asked Mr. Somers to explore pre-buy possibilities with WE Energies, the cost of switching the meter, and that rate comparisons continue in the future.

Larry Hoffman moved to switch natural gas service to WE Energies with a look at rate comparisons again in the future, second by Ralph Hensel, motion carried.

Assisted Living Project Change Orders - Ryan Raskin from Construction Management Group was present to discuss project change orders to date:

Eliminate drop ceilings in closet	(\$455.00)
Electrical Modifications	\$517.00
Sinks in 3 public restrooms	\$1,584.00
Ceiling modifications for ductwork	\$104.00
Add fire rated coating to steel columns	\$2,182.00
Stain and varnish interior windows	\$8,881.00
Eliminate primer coat in units	(\$7,460.00)

Painting Change Orders - Ryan Raskin from Construction Management Group was present to discuss the painting change order for the exterior siding. The committee asked Mr. Raskin to gather more information regarding the painting and report back at the next meeting.

Assisted Living Sign Bids: Monument Sign, Double Panel Sign, Single Panel Sign - Samaritan bid signs for the project separate from the building as owner direct purchases. The monument sign goes directly in front of the entrance to the building in the landscaping bed. The double panel sign goes along Highway 33 and will look similar to other county signs. The single panel sign is a directional sign that goes along the drive by the youth treatment center. The combined low bid for all three signs came from Lundgren Brush at \$7,635.00, the price includes all permits and installation.

Paul Tuchscherer moved to award the monument sign, the double panel sign and the single panel sign to Lundgren Brush for \$7,635.00, the price to include all permits and installation, second by Larry Hoffman, motion carried.

Construction Update - John Kapal was present to give an update on construction to date. The committee toured the construction site after the meeting adjourned.

Jessica Trapp, The Fields Housing Manager, discussed the grand opening and dates for occupancy. May 31, 2006 is the date proposed to hold the grand opening and open house; this gives the contractors the most time to have their work complete. Mr. Raskin suggested that we don't sign any leases to begin before June 15, 2006, this ensures that we have enough time to get an occupancy permit, and the elevator installed and inspected. We could offer to let people move in earlier if we get occupancy sooner.

Licensed Bed Capacity Reduction for Community Options Program Slots - As part of the award from the state to receive the five slots of Community Options Program facility specific funding, Samaritan agreed to reduce its' licensed bed capacity by at least five beds. Mr. Somers would like to reduce the bed capacity by up to seven. Converting some double rooms to larger private suites would do this. By reducing seven beds we

can bill bed-hold again and reduce our bed tax liability. We have had requests for larger private rooms and could charge an additional monthly fee for these larger rooms. We are still able to meet the needs of the community with seven fewer beds, as lengths of stay are shorter and admissions continue to grow.

Paul Tuchscherer moved to reduce the licensed bed capacity by up to seven beds, second by Brian Bausch, motion carried.

CBRF Conversion Study Proposal - Mr. Somers presented a proposal from Plunkett-Raysich Architects to study the cost of converting first floor from skilled nursing beds to Community Based Residential Facility (CBRF) beds. The primary difference between Residential Care Apartment Complex (RCAC), the license on the new building, and CBRF is the ability to admit demented individuals. The market demand study performed by Keefe had recommended adding another 24 affordable assisted living units in addition to what is now the Fields. The first floor would provide a more secure environment than a freestanding building, and would create an all-inclusive campus to better serve our population. The cost of the study is \$8,000.00 plus reimbursable costs, the study would take about 90 days to complete, with a full report back to the committee. Mr. Somers suggested capping the cost of the study at not to exceed \$10,000.00. The money would come from the Other Administration account.

Larry Hoffman moved to authorize Plunkett-Raysich to conduct the First Floor Conversion to CBRF Study at a cost not to exceed \$10,000, second by Paul Tuchscherer motion carried.

Approval of Fields Final Rates, Admissions and Marketing Material - Jessica Trapp, the Fields Housing Manager, discussed the final rates and admissions and marketing materials. The room and board rate will be \$400/month for a studio and \$650/month for a one-bedroom. The service level rate will be \$1,750/month for level 1, \$2,000/month for level 2, and \$2,250/month for level 3. The service rate for COP participants will be \$1,350, \$1,600, and \$1,850 respectively. The committee had some comments and suggestions to incorporate in the tenant handbook and admission material.

Larry Hoffman moved to approve the rates and admissions and marketing materials with committee comments and subject to county attorney approval, second by Ralph Hensel, motion carried.

2005 Year End Financial Analysis - Samaritan finished 2005 in the black, the biggest challenge was the unexpected spike in utility costs of nearly \$80,000, and the t-19 rate freeze from the state which resulted in lower rates for Samaritan due to the change in labor regions multipliers.

Reports from Administrator

Furniture - We are moving ahead with furniture purchases authorized with the 2006 Fields outlay budget.

Building Appraisal - The department of healthcare financing had our building appraised on March 15th.

Labor Management Meeting - We are having a labor management meeting on April 4th to discuss the new building.

Biometric Clock - Samaritan can trade in old timeclocks by 3/31 and switch from timecards to biometric clocks that use employee's fingers to clock in and out.

Little League Play Area - The little league will make a request to put in a play area for children under 6.

Larry Hoffman moved to adjourn at 1:15 PM, second by Brian Bausch, motion carried.

The next meeting is scheduled for April 5, 2006 at 9:00 AM.

Dan Stoffel, Chairperson

Larry Hoffman, Secretary

Edward Somers, Administrator