

SAMARITAN COMMITTEE

June 7, 2007

9:00 AM

Present: Dan Stoffel, Ralph Hensel, Larry Hoffman, Philip Laubenheimer, Paul Tuchscherer, Ed Somers

Meeting called to order at 9:00 AM.

Paul Tuchscherer moved to approve the minutes of 5/10/07, second by Philip Laubenheimer motion carried.

Results of Housekeeping, Custodial and Laundry Services Request for Proposal - Five firms submitted proposals for Housekeeping and Custodial services, four firms submitted proposals for Laundry, two firms submitted proposals to provide both services. The proposals were reviewed by Ed Somers, Scott Derge and Jessica Trapp. Each proposal was scored in five different categories; Completeness of Proposal, Stability, References, Capacity and Cost. The top two firms were called back for an interview with Mr. Somers, Mr. Derge, Ms. Trapp, Roy Hartman and Kathie Braun. Coincidentally, the top two firms were the same firms that submitted proposals for both the Housekeeping and Custodial services and Laundry services. Both firms interviewed extremely well and had excellent references; the lowest cost proposal came from BSG Maintenance. Mr. Stoffel explained to the committee that he had instructed Mr. Somers to conduct the interviews and make a recommendation to the committee.

Outsourcing of Housekeeping, Custodial and Laundry Services - Mr. Somers recommended that the Samaritan Committee contract with BSG Maintenance for Housekeeping, Laundry and Custodial services. The firm came with excellent references from other Nursing Home clients and agreed to interview current staff for positions with their firm. BSG Maintenance agreed to hold their price for seven years. The price bid for Housekeeping and Custodial services is \$333,924.00/year; a savings of \$204,840.00/year from our current 2007 budgeted annual cost. The price bid for Laundry services is \$65,552.00/year; a savings of \$21,336.00/year from our current 2007 budgeted annual cost. Further, BSG Maintenance offered a 1% discount for invoices paid in under 20 days, and a 1% discount if we contract both services through them. This would bring the combined savings to \$234,165.00/year from our 2007 budgeted annual cost. Mr. Tuchscherer would like to review the contract after approval by the county attorney, he added that he thinks there should be language addressing miscellaneous duties.

Larry Hoffman moved to contract Housekeeping, Custodial and Laundry Services to BSG Maintenance at a combined annual cost of \$399,476.00/year for seven years, subject to contract review by the County Attorney and Samaritan Committee, second by Paul Tuchscherer, motion carried.

Corporate Compliance Program; presentation by Teri Kressin, Corporate Compliance Officer - Samaritan Health Center adopted a Corporate Compliance Program back in October of 2002. Corporate Compliance is a quality assurance program through which the facility ensures that it does not fraudulently bill Medicare or Medicaid and complies with all other rules of participation in these programs. The program also establishes a Corporate Compliance Officer that reports independently of the Administrator to the board. Teri Kressin is Samaritan's Corporate Compliance Officer and appeared before the Committee. Federal Law has recently required all nursing homes to highlight whistleblower protections afforded employees who report false claims made by facilities. Ms. Kressin stated that we have two new board members since the original authorization of the program and thought it wise to have it re-authorized.

Corporate Compliance Board Resolution - The board resolution states the Samaritan Committees commitment to operating Samaritan Health Center in an ethical fashion and to comply with all the rules of participation in the Medicare and Medicaid program.

Larry Hoffman moved to adopt the Corporate Compliance Board Resolution, second by Philip Laubenheimer, motion carried.

Capital Improvement Project Request Update - Mr. Somers will appear before the Executive Committee on June 26th to discuss the remodeling proposal request. Scott Derge met with a roofing contractor and received a proposal to replace the roof. The good news is that it looks as though we have sufficient money budgeted for the roof replacement.

Reports from Administrator

Focus on Energy - We received our Focus on Energy rebate from the water heater replacement, the check was for \$5,911.00.

2008 Budget - The 2008 budget process will be similar to last years.

Philip Laubenheimer moved to adjourn at 10:15 AM, second by Ralph Hensel, motion carried.

The next meeting is scheduled for July 19, 2007 at 9:00 AM.

Dan Stoffel, Chairperson

Larry Hoffman, Secretary

Edward Somers, Administrator