

VALLEY HI COMMITTEE
McHenry County Government Center – Administration Building
667 Ware Road
Woodstock IL 60098

MINUTES OF THURSDAY, JULY 12, 2007

Chairman Zierer called the Valley Hi Committee meeting to order at 8:30 a.m. The following Committee Members were present: Mary Lou Zierer, Chairman; Ed Dvorak; Jim Heisler; James Kennedy; Mary McCann; Pete Merkel and Dan Shea. Also in attendance: Peter Austin; County Administrator; Ralph Sarbaugh, Associate County Administrator – Finance; John Labaj, Deputy County Administrator; Tim Wenberg, Valley Hi Administrator; John Hadley, Facilities Management; Yolle Manalang, Director of Nursing; interested public, staff; and the press.

Mary Lou Zierer, Chairman	
Ed Dvorak	James Heisler
James Kennedy	Mary McCann
Pete Merkel	Dan Shea

MINUTES

Mr. Shea made a motion, seconded by Mr. Dvorak to recommend approval of the Valley Hi committee minutes of June 14, 2007 as presented. The motion carried with all members present voting aye.

PUBLIC PARTICIPATION

Ms. Diane Mick, joined committee members to address concerns of the residents of Valley Hi. She noted that her mother is a resident of Valley Hi and stated there are many wonderful caring staff members at Valley Hi, but, additional staff is needed. She noted that there is too high of a staff to resident ratio to address the needs of the residents. Her mother has personally had to wait 18 minutes, after using her call button, to have a staff member respond. She stated if there aren't enough funds available to pay for additional staff, the security guards should be let go and additional nursing staff should be hired. Ms. Mick also noted that when you enter the building you are required to sign in when entering the facility. She noted that you can put any name on the roster as no one checks to see if you are who you say you are. Anyone can put any name they want on the list. Ms. Mick questioned whether her tax money is being efficiently spent on the welfare of the elderly. She questioned why the contractors have not fixed the faulty items at Valley Hi. She also stated concerns regarding the carpet in halls as well as placement of the tv's in the resident rooms. She requested that committee members walk through the facility and speak to the residents regarding their concerns about the facility. Chairman Zierer requested that a copy of her letter of concerns be placed in committee members boxes.

PRESENTATIONS

None

NEW BUSINESS

Resolution authorizing budget line item transfers in the Valley Hi Enterprise Fund's FY06/07 budget: Committee members reviewed a Resolution authorizing budget line item transfers in the Valley Hi Enterprise Fund's FY06/07 budget. Mr. Sarbaugh noted that because of the raising costs of nursing staffing additional funds are needed in the contractual budget to pay for the additional agency staff costs. He noted there are funds available in the personnel line item to take care of these expenses. Mr. Dvorak made a motion, seconded by Ms. McCann to recommend approval of the above Resolution as presented. Mr. Sarbaugh stated that the county still needs to find a way to get agency costs down and is hopeful that the Management Audit will address this issue. The motion carried with all members present voting aye on a voice vote.

Resolution authorizing the charging of all related Valley Hi bus expenditures to the Valley Hi Bus Fund (FUND 352) to allow for closing of the fund and an emergency appropriation to the bus fund: Mr. Sarbaugh informed committee members that after the FY04 budget process it was assumed that the Valley Hi bus fund had been depleted. The fund was not depleted and the fund currently has a balance of \$1,616.19. The Treasurer's office was notified that the account has gone into an inactive mode and that they will be reporting and submitting this balance to the State of Illinois if no transactions occur on the account in the near future. This Resolution allows for the expenditure of these funds. Mr. Shea made a motion, seconded by Ms. McCann to recommend approval of the above Resolution as presented. The motion carried with all members present voting aye on a roll call vote (Dvorak, Heisler, Kennedy, Merkel, McCann, Shea, Zierer)

Update on IEPA permit for operation of the spray irrigation system: Mr. Hadley joined committee members to provide an update on the required IEPA permit for the operation of the spray irrigation system at Valley Hi. He reminded committee members that the facility has received a notice that they have been operating without a permit. The consultant that handles this system was notified and has applied for the appropriate permits. They are assuming the notification permit letter was lost either interoffice or delivered to the wrong address. He noted that the permit should be received within the very near future without any penalties attached.

Update on Director of Nursing and Assistant Director of Nursing: Committee members were reminded that the current Director of Nursing, Yolle Manalang, has given her resignation and will be moving out of State in the very near future. The current Assistant Director of Nursing has applied for the Director of Nursing Position and has been given the job. Ms. Deb Randels has worked at Valley Hi over 14 years and has demonstrated the ability to set up and address concerns as needed. Committee members welcomed Ms. Randels to her new position.

OLD BUSINESS

Update on Management Audit: Mr. Austin reported that the Management Audit Firm again attended Valley Hi to have additional conversations with specific staff at the facility. The firm has noted that the Staff is giving top notch care. A draft report is expected within the next week. Committee members were informed they would receive a copy of this report as soon as it is received in order to review it before the next committee meeting. Chairman Zierer noted that a special Valley Hi meeting will take place in two weeks, on July 26th, in order to review the report. Chairman Zierer requested all committee members attend this very important meeting. It was noted that there will be many opportunities for changes to the facility. One of the questions concerning Valley Hi is where do we want to be in 10 years without being a burden to the General Fund. Committee members questioned if all the County Board members should be invited to this important meeting. Mr. Austin noted that the County Board members would be notified of the meeting. Committee member also asked whether staff would receive a copy of the report. Mr. Austin noted that Administration and Committee members need to review the report first and prioritize the report. He noted that a lot of the report will be financial, without an increase in revenue.

Committee members questioned whether the cleaning of the carpeting in the facility has been addressed. Committee members were informed that an outside carpet cleaning agency has been hired to come into the facility quarterly to clean the facility. Mr. Hadley noted that spot cleaning is the key to keeping the carpeting clean between scheduled cleaning. It was also noted that information regarding the software program suggested by Mr. Hadley has been forwarded to Valley Hi.

Chairman Zierer informed committee members that because the Foundation is no longer having any defined meetings they have decided to disband. They have some remaining funds in the Foundation and are questioning what should be purchased for the facility. In the past it was suggested that a bird aviary and fish tank be purchased for the facility. She noted that whatever is purchased, must be for all the residents of the facility. The cost for an aviary would run from \$4,000 to \$5,000 with additional funds available for the maintenance of the aviary. Ms. Manalang requested a portion of the funds be used to have a mural painted in the facility. Chairman Zierer noted that the foundation voted against this request and suggested this request be forwarded to the artwork sub committee for consideration. Committee members questioned if another entity could take the place of the current foundation in order to direct where these funds should go in the future. Chairman Zierer noted that the Foundation wanted to have the items purchased and a plaque put in place informing individuals who made the donation. Committee members noted that a foundation cannot disband until all funds have been expended. Mr. Wenberg noted concern regarding future costs for maintenance of the aviary. Chairman Zierer directed committee members to think about items they might like to see purchased for the facility.

EXECUTIVE SESSION

None

REPORTS TO COMMITTEE

Administrators Report: Mr. Wenberg presented his monthly Administrators report to the committee members. Mr. Wenberg informed committee members that they still needed agency staff for nursing because Valley Hi is unable to offer any types of perks for working at Valley Hi. Other facilities offer staff larger pay as well as additional perks to work at their facilities. Valley Hi cannot offer anything above their current grade/range. Ms. Manalang noted that most new hires get hired at the top of their range and therefore they only get minimal raises. She questioned why new hires should work at Valley Hi when they can get hired for more money and make additional demands elsewhere. Committee members noted that there isn't an easy answer. It was noted that the reality is, Valley Hi has the least amount of perks to retain staff. The main issue remains to be that demand is high and supply is low and it comes down to money. They need alternative ways to pay for nurses. It is hopeful that the Management Audit will answer some of these concerns. Mr. Kennedy noted that Lake in the Hills offers additional incentives for employees who do not take the insurance.

Mr. Wenberg noted that the business staff has spent well over 200 hours helping with the management audit. Staff has been laying pipes in the outside area to divert water away from the building. He noted that when it rains, water pools near the building.

Additional past concerns are being addressed and should be completed in the very near future.

Chairman Zierer noted concern because at a past meeting there was a motion that stated the contractors were to finish the outstanding issues by a certain date or another contractor would be hired to address the remaining issues at the current contractor's expense. It was noted that some of the issues are warranty items and the general contractor has until next Tuesday to resolve any outstanding issues. If the issues are not completed at that time a new general contractor would be hired. It was noted that there is a legal process that must be followed. Committee members questioned if the contractors had been told that the State has been requesting the close out papers for the facility. Mr. Austin noted they have all been informed of the issues at Valley Hi.

Volunteer Update: None.

COMMITTEE MEMBERS COMMENTS

Committee members questioned if staff members receive an exit interview when they leave employment at Valley Hi. It was noted that this is handled by the Human Resources Department, but, not all employees avail themselves to these interviews. It was noted that this is a way to find out the issues of a department and an interview should be conducted for all outgoing employees. Committee members were informed that they are requested to give an interview but we cannot force anyone to participate if they chose not to.

ADJOURNMENT

Mr. Merkel made a motion, seconded by Mr. Heisler to adjourn the meeting at 9:40a.m. The motion carried with a unanimous voice vote.

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RECOMMENDED FOR COMMITTEE/BOARD ACTION:

Resolution authorizing budget line item transfers in the Valley Hi Enterprise Fund's FY06/07 budget
Resolution authorizing the charging of all related Valley Hi bus expenditures to the Valley Hi Bus Fund (Fund 352) to allow for closing of the fund and an emergency appropriation to the Bus Fund

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