

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

MINUTES OF THURSDAY, OCTOBER 8, 2009

Chairman Dvorak called the Valley Hi Committee meeting to order at 8:34 a.m. The following Committee Members were present: Ed Dvorak, Chairman; Marc Munaretto; James Heisler; and James Kennedy. Mary McCann arrived at 8:35a.m. Kathleen Bergan Schmidt arrived at 8:37a.m. John Hammerand was absent. Also in attendance: Peter Austin, County Administrator; County Board Chairman, John Smith and Jim Harkness from Revere Healthcare; John Hadley, Facilities Management; Bob Yearian, Valley Hi Administrator; Randy Donley, County Board Member, and Mary Lou Zierer, Former County Board Member.

Ed Dvorak, Chairman	
John Hammerand	James Heisler
James Kennedy	Mary McCann
Marc Munaretto	Kathleen Bergan Schmidt

MINUTES

Committee members reviewed the committee minutes for September 18, 2009. Mr. Munaretto made a motion, seconded by Mr. Heisler, to recommend approval of the minutes as submitted. The minutes were approved with all members present voting aye on a voice vote.

Ms. McCann arrived at 8:35a.m.

PRESENTATIONS: None

PUBLIC COMMENT

None

Ms. Schmidt arrived at 8:37 a.m.

NEW BUSINESS

Discussion on Operating Board Bylaws and Timeline: Committee members reviewed the final draft Bylaws for the Operating Board for Valley Hi. There is no Resolution to review at this time as the committee members stated they would like to have the bylaws reviewed by the County Board prior to approval of the Resolution. Committee members were questioned how they would like to present the concept of the operating board to the County Board Members. The County Board members need to be informed what it means to have an operating board and how the decision was made to move in this direction. A presentation on the bylaws is needed for the County Board with time available for review. A decision could be made at a later date. Chairman Koehler had suggested that this be presented at a Committee of the Whole meeting so there would be plenty of time for discussion. Committee members agreed that it is time to move the issue forward and suggested the information placed on the County Board members desk at the next County Board meeting so they have a document to review for discussion at a future meeting. Some members stated that too much information is being presented during the County Board meeting and this should be forwarded separately. Committee members questioned if it might be better to wait for the draft business plan so these could be presented together in order to get the whole picture of where Valley Hi might be heading in the future. Committee members were reminded that the decision to create an operating board is not connected to having a business plan as a business plan will be created whether the operating board is created or not. Mr. Jim Harkness, from Revere Healthcare joined committee members as the author of the business plan. He stated that the business plan draft should be available for review by early November. Committee members stated that the bylaws and business plan should be presented to the County Board members first for review and then suggested a Committee of the Whole meeting to follow to allow time for review and answer questions surrounding the proposed operating board and bylaws.

Update on Valley Hi Administrator Search: Committee members were reminded that they had directed staff to hire a recruitment firm to handle the search for the new Valley Hi Administrator. A firm that is familiar with long term care facilities was hired for this purpose. Ms. Heidi Voorhees from Voorhees Associates is experienced and helped with the search for the Lake County long term care Administrator. The Human Resource Department has been engaged to help with this process. A recruitment brochure has been created and it is hopeful to have this position filled within 90 – 120 days. Updates will be provided as they become available.

Discussion on the development of the Valley Hi business plan: Committee members were joined by Mr. Jim Harkness, from Revere Healthcare, to discuss the development of the Valley Hi business plan. He stated that a draft should be available by early November. After discussions with Mr. Shumway, it was decided that the business plan should be an analysis to provide options for the facility with directions, based upon the analysis chosen. The plan will include clear choices of what is available and identify lacks of efficiencies at the facility. This plan will provide Valley Hi with a tool to work with. This is to be a five year plan. The five year plan will provide a road map with options/paths to follow in order to move forward.

Confirm Committee meeting dates: Committee members agreed to keep the current meeting schedule for the Valley Hi Committee. They stated that they will be establishing the dates, but, the committee may cease in the future. Committee members agreed to continue to meeting the second Thursday of the month at 8:30a.m.

OLD BUSINESS

Committee members agreed that a goal of the committee is to have the Valley Hi operating board by laws approved by Christmas. Recruitment for board members is to begin after approval of the bylaws.

REPORTS TO COMMITTEE

Administrator's Report: Committee members reviewed the financial report for Valley Hi. The expenses for the facility are good. Mr. Yearian provided committee members with a brief report for Valley Hi. The facility has benefited from the private pay rate increases. Agency costs were highlighted on a graph in order to see the progress made with the dramatic decrease of the use of agency staff. Committee members applauded the efforts made in this area. No agency use has been scheduled for August, September or October. The residents are now receiving better care because of these efforts. The employee census was reviewed with the committee members. Valley Hi participated in the Northern McHenry County 2009 progressive tour for Healthcare Professionals. This was for health care professionals that attended a progressive tour of facilities in the area. Sixty participants were involved with the facility tour. Positive comments were heard regarding Valley Hi by these individuals. Committee members were informed that the language has been changed in the complaint policy to states that if a complaint is being made against the Valley Hi Administrator, complaints may be made to McHenry County Administration.

Ms. Zierer addressed committee members and questioned what, if anything could be purchased for the residents of Valley Hi. The Valley Hi Foundation has approximately \$2,500 left in their account and they would like to use these funds and close out their books. Committee members were reminded that the residents seem to enjoy gardening out at the facility, so planters might be a good purchase for the facility. It was suggested that the planters be large/high enough for easy access by those in a wheel chair.

Mr. Kennedy stated that a letter was received from Saint Joseph Catholic Church for the possible use of the old Valley Hi facility. Committee members were informed that the Management Services Committee would be responsible for making this type of decision as they are responsible for the county facilities. It was noted that because of environmental concerns at the facility it may not be usable for use. The costs would be too high to make the facility usable. Other groups have already been turned down for this request.

Mr. Hadley informed committee members that Valley Hi has obtained a green cleaning award from Elkhorn Chemical. Five of the County facilities have received this award. There are two remaining facilities, the Jail and Animal Control to meet the goals to obtain this award.

The maintenance department is working to improve the landscaping at Valley Hi. They have addressed landscaping issues at the facility. They are now looking at the snow removal issue for the facility.

Mr. Hadley reminded committee members that the boilers at Valley Hi have experienced multiple breakdowns of their boilers. These units have been replaced 6 times. The Architect and Manufacturer are investigating this issue and trying to find out why they keep leaking. A letter is being sent by the State's Attorney requesting this issue resolved.

FUTURE TOPICS

None

EXECUTIVE SESSION

None

ADJOURNMENT

Mr. Heisler made a motion, seconded by Ms. McCann to adjourn the meeting at 9:30 a.m. The motion carried with a unanimous voice vote.

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RECOMMENDED FOR BOARD/COMMITTEE ACTION:

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