

Nursing Home-Assessor-GIS-Zoning-Recorder Committee

Meeting Minutes

January 14, 2015

Present: Chairman, Jeff Jefferson
Members: Bob Bondi, George Knapp, Cheryl Nache & Russ Nelson
And County Board Chairman, Brian Friedrich

Also Present: Carol Hallam, County Recorder; Rachel Secrist, Nursing Home Adm; Chris Gray, Supervisor of Assessments/Zoning Adm; GIS Coordinator, Bill Lotz; and IT Coordinator, Andy Rowe.

Also Present: Reporters – Marty Hobe, Register Mail & Tyler Bachman, WGIL

The meeting was called to order at 6:15 p.m. by Chairman Jefferson and a quorum was declared with 4 members present. Delay was due to some confusion as to whether meeting was to start at 6 pm or 6:30 pm. Final member walked in minutes after meeting was called to order, so 5 members were present.

There was one addition to the agenda made by Chairman Jefferson. To appoint a Vice Chairman to the Committee.

Motion made by Member Knapp and seconded by Member Bondi to approve the minutes of the December 2014 Committee meeting. Approved unanimously.

There was no public comment.

Administrative Reports

Recorder

County Recorder, Carol Hallam reported:

- She is getting a web page.
- She also stated that she is helping with the new aerial photography by contributing \$13,000 from her GIS line item, since Bill Lotz has helped her office so much by scanning plats for them.
- Recorder's bills were reviewed & a motion made by Member Bondi to approve for payment. Seconded by Member Nelson. Approved unanimously.

Assessment, GIS, & Zoning

Supervisor of Assessments/Zoning Administrator, Chris Gray presented written reports for the Assessors, GIS and Zoning offices and bills for each department. Gray reported main topics:

- Bill Lotz, GIS Coordinator for Knox County was present to explain the process in selecting the company to do the new aerial photography for the base layer of our digital maps.
 - Knox is participating in an area wide flight with McDonough & Hancock Counties, which is a cost savings.

- The Recorder has agreed to contribute \$13,000, the Hwy. Dept. is contributing \$2,000 & the City Assessor is contributing \$1,000 to the project.
- If Knox County flew our County alone, cost would be \$61,891, but participating in the area wide flight, our share will be apx. \$55,400, a savings of apx. 11%.
- **ACTION ITEM:** Approve flights of new aerial photography by Surdex. Motion made by Member Nache to approve, seconded by Member Knapp. Approved unanimously.
- **ACTION ITEM:** Approve resolution for payment of new aerial photography, not to exceed \$55,400. Motion made by Member Nache to approve, seconded by Member Bondi. Approved unanimously.
- The deadline to file Board of Review appeals regarding property assessments has passed & this year we only have one day of hearings. This is totally amazing, as usually we have anywhere from 3 days to 2 full weeks of hearings.
- Tentative abstract was sent to the Dept. of Revenue on Jan. 9th.
- The Zoning Dept. issued 13 building permits for the month of December 2014 compared to 8 for December of 2013.
- Assessor, GIS & Zoning bills were reviewed & a motion made by Member Bondi to approve for payment, seconded by Member Nache. Approved unanimously.

Nursing Home

Nursing Home Administrator, Rachel Secrist reported:

- Review of the financial board reports were explained.
- IGT payment was received that they had been expecting last fiscal year.
- December's average resident census was 139.74, with 7.29 skilled care.
- The 2014 yearly resident census average was 141.43, with 10.44 skilled care. The budgeted census was 138, with 10 skilled care.
- Current resident census is 136, with 13 skilled care.
- Discussion regarding new iPads and Laptops for the Nursing Home with Andy Rowe explaining the technical side of things. Information and quotes are in the Board packet.
- **ACTION ITEM:** Approve bids from Zones for purchase of iPads and Laptops for Nursing Home. Motion made by Member Nache to approve, seconded by Member Nelson. Approved unanimously.
- Member Bondi started discussion regarding the need for a "guest" wireless system for visitors at the Nursing Home, and asked Andy Rowe if there were not two internet circuits at the home. Andy Rowe stated that there were two circuits, (for redundancy), used by staff and residents, after signing a user agreement that released the Nursing Home and County from any liability, but that it was complicated. Andy also stated that the nursing home wants an "open" wireless circuit and it could be a separate circuit, but that it all feeds into one control network. Committee Members questioned how other nursing homes and

hospitals have it available to their visitors and felt Andy could call and ask them or contact internet companies.

Andy stated he needs to be able to have an audit trail of everyone who logs on as a “guest” from start to finish, protecting the Nursing Home and County for liability purposes. If the County were to be contacted by any level of law enforcement authority, if asked, he would need to be able to produce documentation of anyone who had been logged in, if they had searched a “bad” internet site. He is going to do some research on this and will provide more information at the next Committee meeting, but feels we can’t just “turn the key” without proper research for protection. Member Bondi thought this might be better researched by the States Attorney since it was a legal matter.

- Nursing Homes bills were reviewed & a motion made by Member Bondi to approve for payment, seconded by Member Nache. Approved unanimously.

Old Business - None

New Business

- Chairman Jefferson stated that after speaking to him before the meeting, George Knapp accepted the position of Vice-Chairman of the Committee.
- Chairman Jefferson offered discussion regarding day and start time of the Committee Meeting. Rachel Secrist stated concern that it was too early in the month for some of her bills. After discussion, the Committee decided that since the date of the Committee meeting each month was determined to be too early for certain invoices from the Nursing Home, the Committee would be relying on the Chairman’s approval of bills submitted after the Committee Meeting, (should they be necessary to pay prior to the next month’s Committee Meeting), and then final review would occur in the following month’s meeting.

All Members also agreed that 6 pm was fine for the start time of the meeting.

Chairman Jefferson reported that the next Committee meeting will be on Wednesday, February 11th, 2015 at 6 pm at the Knox County Courthouse Annex.

Motion was made to adjourn the meeting by Member Nache, seconded by Member Bondi. Motion approved unanimously. Meeting was adjourned at 7:20 p.m.

Respectfully submitted,
Chris Gray, Secretary