

**Winona ORC Industries
Board of Directors
Minutes of January 27, 2014 5:00PM**

Directors Present: Chad Anderson, Jim Pomeroy, Dave Adank, Deb McClellan, Bob Peterson, Steve Volkman, Jim Yenish, Ann Nelson

Directors Absent: Maggie Modjeski, Kevin O'Reilly, Bill Reinarts, Kevin O'Reilly

Employees Present: Judie Foster-Lupkin
Guest: Blaine Krogh

1. **Review of Agenda:** Motion made and seconded (Peterson, McClellan) to approve the agenda. Motion carried.
2. **Review of Minutes:** Motion made and seconded (Peterson-Anderson) to approve the December 2013 minutes. Motion carried.
3. **Finance Committee Report:** Jim Pomeroy reported that the financials show an \$84,000 contribution. November showed a \$95,000 contribution due to the bus grants. The monthly was actually an \$11,000 loss.

Motion made and seconded (Anderson, Adank) to approve the financial report. Motion carried.

4. **Executive Director's Report:** Judie Foster-Lupkin reported that they had an interesting trip to Amsterdam. Any changes for production will not be done quickly, most likely 6-8 months out. There is a lot of testing to be done. On Feb. 13th, Peerless and the Amsterdam Quality & Purchasing people will be at the center. While in the Netherlands, they visited two workshops, 1 – owned by the Government that was very large. They are closing institutions and sending clients back to their families without subsidy for their care. The Government pays clients based on their productivity.
 - Next week (Feb 4-5) is the 2nd phase of the Blandin project. Judie's group is targeting Mental Health services.
 - At the Winona Health strategic planning retreat, they discussed their plans for service those with mental health issues.
 - Scheduled for a CARF survey Feb 11-14 in Michigan. Judie has asked to be reassigned as it is during the Peerless visit.
 - As of January 1, 2014, the new licensing (245D) encompasses all programs. There is significant training for all staff. Will need to be creative about how to maximize funding.
 - Meeting with Vertex this week to finalize the purchase.
 - Will be meeting with Steve Craney, HCO and Winona Health about the Lewiston Villa property.
5. **Committee Reports:** The following committee reports were presented to the Board. The reports are a summary of the topics that were addressed at each meeting. Additional detail and exhibits related to the subject matter can be found in the minutes of each respective meeting located on the secure website.

Personnel – Jim Pomeroy reported that they discussed staff changes and issues of the difficulty with filling Job Coach positions. Raised starting pay to \$10.00 per hour. Discussed being dropped by worker's compensation due to the low premium. In the process of getting other quotes.

Sales & Business Development/Laundry – Bob Peterson reported that sales are trending upward. Continue to have a slow attrition of in-house to CBS.

Mittens – the quality is good, but the costs are too high. Web sales are improving.

Laundry – mats are developing, up to 10 customers. Laundry with Winona Health is at 250 pounds per week. Aramark has locked up the short term contracts in the area. Are starting the Jail Laundry today, but no signed contract yet. They have a free 30 day trial with billing to start 2/18/14.

Fund Raising/PR – Deb McClellan reported that we are still searching for grants.

- Dancing with the Stars raised \$7,900. The Banquet is Feb. 21st at Vision Event Center.
- Working on the SE Tech grant to create curriculum by May.
- Discussed how to increase donor contributions.

Program Management – Kevin O'Reilly reported that there was 1 Vulnerable Adult (VA) report filed where the client left the premises without staff knowledge. She was alone during an acceptable "alone time" period.

2013 – served 350 clients with 273 currently on board; 53 placed in Full-time work and 19 in temp jobs.

A satisfaction survey was sent out, awaiting the results.

6. Old Business:

Vertex Software - purchased the case management software.

Investment Policy – The Finance Committee will discuss and report back to the board by June 30, 2014.

Asked if want Jenny Arnold to present on the community foundation. Decided to invite her to the Feb finance committee meeting.

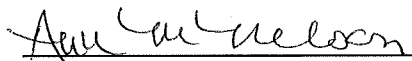
Lewiston Villa – we are the proud owners of the building. Will book it for what we purchased it for. Did invite the owners to the banquet to acknowledge the gift and a press release is coming. Planning to host an inside garage sale at the facility.

- The Ad hoc committee will reassemble to re-evaluate the property's business use during the first 6 months.

7. New Business- none

8. Adjourn: Motion made and seconded (Peterson, Adank) to adjourn. Motion carried.

Respectfully Submitted,


Ann-M. Nelson, M.S., LSW, PHR
Secretary