

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 07 / 27 / 16

2. General Information:

Session: Open Executive - See instructions for the applicable laws, then choose one:

Agenda Header:

Accept as Information only

Action - please describe:

ACCEPT/APPROVE THE AJRCCC 2016 THIRD QUARTER REPORT

3. Supporting Materials

Report Resolution Contract

Other:

1.

3.

2.

4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution

Budgeted - Grant Funded

Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor/Submitter: CAROL ELM, BOARD MEMBER
Your Name, Title / Dept. or Tribal Member

Additional Requestor: CANDACE HOUSE - CHAIRWOMAN AJRCCC BOARD
Name, Title / Dept.

Additional Requestor: SUBMITTED BY: PAT MOORE - MEMBER
Name, Title / Dept.



Anna John Resident Centered Care Community (AJRCCC)
3rd Quarter Report to Business Committee
Period: April, May & June 2016
Submitted by: Candace House - Chairwoman

The purpose of the Anna John Resident Centered Care Community (AJRCCC) Board is to serve in an advisory capacity ensuring operations of AJRCCC are within the guidelines and policies of the Oneida Nation and within all regulations, rules, policies governing the operation of a nursing home.

The Board ensures the AJRCCC maintains a safe and sanitary environment while providing quality care and services to residents of the facility and as ordered by each resident's attending physician.

AJRCCC BOARD MEMBERS

Name	Term Expires	Name	Term Expires
Carol Elm	1/28/18	Pat Moore	5/27/18
Yvonne Cornelius	11/12/17	Candace House	1/28/18
Janice McLester	7/8/18	Mary Adams	7/25/17
Sandra Skenadore	11/12/17		

MINUTES

APRIL 2016 NO QUORUM	MAY 11, 2016 May 18, 2016	June 1, 2016 June 22, 2016 June 29, 2016
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RESIDENT CENSUS

94%	94%	94%
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Maximum is 48 Beds

HIGHLIGHTS

- Shared activities between AJRCCC and Elder Services continue on a scheduled plan.
- The Congregate Mealsite hours of operation are Monday through Friday from 8:00 AM to 4:30 PM and continues to average 80-100 per day in attendance.
- Current census is on average 46-47 as of May 1, 2016.

There will be continued need for the use of Agency staffing based upon resident acuity and staffing needs, however, the use of Agency has decreased significantly as we have been hiring our own staff.

□ The following positions have decreased the use of Agency staff to be in compliance with the State license requirements based upon patient acuity and number of admissions: Certified Nursing Assistants and some Nursing positions due to the hiring of Tribal hired staff.

□ The Finance Coordinators have been doing an excellent job in submission and recoupment of third party revenues for the facility and have made tremendous progress in collections.

□ Dave Larson is currently the Acting Administrator for the AJRCCC.

MONTHLY ACTIVITIES – APRIL 2016

Quality Assurance/Regulatory Compliance Issues:

The Quality Assurance mandate all AJRCCC staff training was completed along with additional policy and procedures updates by the Quality Assurance Team; and noreports were sent in to the State of Wisconsin, Bureau of Quality Assurance.

MONTHLY ACTIVITIES – MAY 2016

Memorial Day Celebration was done for the Residents in May of 2016. Oneida Veterans perform a Memorial Day Service and entertainment was also included in the celebrations.

MONTHLY ACTIVITIES – JUNE 2016

STAFFING:

Between the months of April thru June, 2016; HRD reported that as of July 1, 2016 the Anna John Resident Centered Care Community had a total of 55 tribal employees working the 7/24 shifts to care for our Residents during the second quarter.

ANNA JOHN RESIDENT CENTERED CARE COMMUNITY BOARD (AJRCCC)
 MONTHLY MEETING MINUTES
 WEDNESDAY – MAY 11, 2016

COMMITTEE MEMBERS (Majority constitutes a quorum) P = Present A = Absent E = Excused

Candace House – Chairwoman	P	Carol Elm - Vice Chair	P	Pat Moore -Secretary	P
Yvonne Cornelius - Member	E	Janice McLester Member	P	Mary Adams - Member	P
Sandra Skenadore - Member	P	Dave Larson - Interim Administrator	A		

TIME STARTED: 4:36 P.M.

I. CALL TO ORDER

Meeting called to order by Acting Chairwoman, Carol Elm. Pat Moore will be the recording Secretary for this meeting.

II. APPROVAL OF AGENDA

MOTION BY PAT MOORE TO APPROVE THE AGENDA AS PRESENTED, SECONDED BY JANICE MCLESTER, NO ABSTENTIONS - MOTION CARRIED.

III. APPROVAL OF MINUTES

This will be researched to see if we have any minutes that need to be approved.

Carol will contact Tracy Smith from the AJRCCC and past secretary for the Board to get a copy of the minutes for the last 6 months to a year. This will help the current board see where things were going and what needs to be picked up and acted on.

IV. REPORTS: NOLA FELDKAMP/DAVE LARSEN

Nola has retired and Dave Larsen has been appointed as Interim Administrator for the Nursing Home. Carol will notify him of our next meeting date and request that he have a report ready for the board.

V. OLD BUSINESS - NONE

VI. NEW BUSINESS

1. ELECTION OF OFFICERS

Discussion on who, if anyone had an interest in the officer positions available. After lengthy discussion, Candace, Carol and Pat agreed to accept these positions.

MOTION BY JANICE MCLESTER TO APPOINT CANDACE HOUSE AS CHAIRWOMAN, CAROL ELM AS VICE CHAIRWOMAN AND PAT MOORE AS SECRETARY, SECONDED BY MARY ADAMS, NO ABSTENTIONS, MOTION CARRIED.

Chairwoman Candace House takes over as Chair of the Meeting.

Thank you Carol for conducting the meeting this far.

2. UPDATE NEW OFFICERS/BOARD MEMBERS

Everyone introduced themselves and gave a little background on themselves and what they would like to accomplish as a Board Member.

A few ideas on what the board would like to do:

Take a tour of the AJRCCC for the Board Members.

Attend some of the activities that our residents are offered

Have lunch with the residents

Discussion on the next meeting date. Yvonne cannot make the Tuesday meetings. It was agreed to temporarily change the meeting date to Wednesdays.

Pat will send the new board member roster to everyone, once it gets updated.

MOTION BY MARY ADAMS TO TEMPORARILY CHANGE THE AJRCCC MEETING DATES TO WEDNESDAYS AT 12:00 NOON AT THE AJRCCC, UNTIL FURTHER NOTICE, SECONDED BY SANDRA SKENADORE, NO ABSENTIONS, MOTION CARRIED.

Discussion on next Meeting date. We are scheduled for our regular monthly board meeting next week. We will meet on Wednesday, May 18, 2016 at 12:00 noon at the AJRCCC.

Agenda items will include:

Review of the By-Laws

Any Minutes that need to be approved

VII. COMPLAINTS/CONCERNS - NONE

VIII. ADJOURNMENT

MOTION BY MARY ADAMS TO ADJOURN, SECONDED BY SANDRA SKENADORE, NO ABSTENTIONS, MOTION CARRIED.

Meeting ended at 6:00 p.m.

NEXT MEETING:

DATE: WEDNESDAY – MAY 18, 2016

TIME: 12:00 NOON

PLACE: AJRCCC Conference Room

Minutes prepared by

Pat Moore – Secretary - AJRCCC
920.429.3220

MINUTES APPROVED BY:

AJRCCC BOARD ON ___MAY 18, 2016_____ AS CORRECTED

BUSINESS COMMITTEE ON_____ .

**ANNA JOHN RESIDENT CENTERED CARE COMMUNITY BOARD (AJRCCC)
MONTHLY MEETING MINUTES
WEDNESDAY - MAY 18, 2016**

COMMITTEE MEMBERS (Majority constitutes a quorum) P = Present A = Absent E = Excused

Candace House – Chairwoman	P	Carol Elm - Vice Chair	P	Pat Moore -Secretary	P
Yvonne Cornelius - Member	E	Janice McLester Member	P	Mary Adams - Member	P
Sandra Skenadore – Member	E	Dave Larson - Interim Administrator	P		

TIME STARTED: 12:06 p.m.

PLACE: AJRCCC CONFERENCE ROOM

I. CALL TO ORDER

Meeting called to order by Chairwoman at 12:06 p.m.

II. APPROVAL OF AGENDA

Mary had some questions about reports, etc to add. Advised that this would fall under item IV.

MOTION BY CAROL ELM TO APPROVE AGENDA AS PRESENTED, SECONDED BY PAT MOORE, NO ABSTENTIONS, MOTION CARRIED.

III. APPROVAL OF MINUTES

Janice had submittd one correction which will be made to the May 11, 2016 Special Meeting. Page 2, 2nd motion was made by Mary Adams.

MOTION BY JANICE MCLESTER TO APPROVE THE SPECIAL MEETING MINUTES OF MAY 11, 2016 AS CORRECTED, SECONDED BY MARY ADAMS, NO ABSTENTIONS, MOTION CARRIED.

IV. REPORTS: DAVE LARSEN

Everyone introduced themselves to Dave and gave a brief history of their past business association with the Nation. Dave presented the Administrator’s report for May. The Census average since October was 45 residents per day. We currently have two units that are being repaired, the carpeting and vinyl are being replaced. The AJRCCC has just received a 5-star rating from CMS (CMS=Centers for Medicare & Medicaid). This is very hard to do. Oneida is the only Nursing Home in Northeast Wisconsin that has received this rating for the past three years. This is always a surprise visit, you never know when they are coming. They are usually here for three days unless they see major corrections that are needed, then they stay for five days.

Mary advised that she would like to see some of the regulations and policies that have been mentioned in the AJRCCC by-laws that we are to know about. Dave advised that the nursing homes are very heavily regulated one policy (the Impact Act alone is 500 pages). If you would like to look at some of the policies you can stop by his office and look at them.

There are going to be some major changes coming in the near future, with the Affordable Care Act, changing of the 5-star rating system. New criteria will be released later this year. Would like to have regular board meetings to go over all this information with the board. We need to get all business units in the Oneida Nation going in the same direction. We need open lines of communication.

Questions regarding staff to patient ratio, how often do we utilize agency employees. What are the number of employees Tribal, agency.?

The board would like a tour of the facilities as well as getting introduced to the staff members. Dave advised that he would let the staff know who the new board members are, and the board members are invited to attend the Resident Council Meetings, which are held once a month, or they can come and observe some of the activities that go on.

Is it possible for a board member to spend time with one patient that does not get any visitors. Dave advised that if the patient agrees to it there would not be a problem, or if the patient has dementia, etc., then they would need family approval, but anyone can work with the social worker to get that going.

Items that everyone would like to see worked on:

1. Communication between the AJRCCC, the board members, the community and ONCOA. ONCOA Chairperson is Wes Martin, Candace will get in touch with him to set up some meetings.

V. OLD BUSINESS - NONE

VI. NEW BUSINESS

1. Review By-Laws

MOTION BY CAROL ELM TO TABLE THE BY-LAWS TO A SPECIAL MEETING TO BE HELD ON WEDNESDAY, JUNE 1, 2016 AT THE AJRCCC CONFERENCE ROOM AT NOON, SECONDED BY MARY ADAMS, NO ABSTENTIONS, MOTION CARRIED.

Please note this will be the only item on this agenda. Please come prepared.

VII. COMPLAINTS/CONCERNS

Mary had expressed some concerns/issues that has been brought to her attention. Brief discussion on these issues.

Everyone agreed that issues/concerns can remain anonymous.

MOTION BY CAROL ELM TO TABLE THESE ITEMS UNTIL THE NEXT REGULARY SCHEDULED BOARD MEETING TO BE HELD ON JUNE 22, 2016, SECONDED BY MARY ADAMS, NO ABSTENTIONS, MOTION CARRIED.

ANNA JOHN RESIDENT CENTERED CARE COMMUNITY BOARD (AJRCCC)
SPECIAL MEETING MINUTES
WEDNESDAY – JUNE 1, 2016

COMMITTEE MEMBERS (Majority constitutes a quorum) P = Present A = Absent E = Excused

Candace House – Chairwoman	P	Carol Elm - Vice Chair	A	Pat Moore -Secretary	P
Yvonne Cornelius - Member	E	Janice McLester Member	P	Mary Adams - Member	P
Sandra Skenadore - Member	P	Dave Larson - Interim Administrator	P	Others: Josh Hicks Intern @ AJRCCC	

TIME STARTED: 12:00 p.m.

PLACE: AJRCCC CONFERENCE ROOM

I. CALL TO ORDER

Meeting called to order at 12:00 Noon by Chairwoman, Candace House.

II. APPROVAL OF AGENDA

MOTION BY PAT MOORE TO APPROVE THE AGENDA AS PRESENTED, SECONDED BY MARY ADAMS, NO ABSTENSTIONS, MOTION CARRIED.

III. APPROVAL OF MINUTES

Regular Meeting Minutes – May 18, 2016

MOTION BY JANICE MCLESTER TO APPROVE THE REGULAR MEETING MINUTES OF MAY 18, 2016 AS PRESENTED, SECONDED BY MARY ADAMS, ONE ABSTENTION, MOTION CARRIED.

Abstention – Sandra Skenadore

IV. REPORTS: DAVE LARSEN

NONE

V. OLD BUSINESS

1. Review By-Laws

This was a special meeting as a result of the May 18th Meeting, scheduled to discuss only the By-Laws.

PAGE: Change: Oneida Tribe of Indians of Wisconsin to Oneida Nation throughout the document.

1-3 Office: Dave will create a Mail Box for the AJRCCC Board at the Nursing Home.

1-4 Board Membership

Discussion on how members are selected and what criteria is used. Is the AJRCCC Board a part of the membership selection. We will need to develop a policy regarding how the board and what criteria will be used to make recommendations to the Business Committee. Possibly use the application itself to determine if applicant is qualified.

(d) Qualifications: Add must be 18 yrs of age

(f) Resignations shall be brought to the Board in verbal or written format and presented to the Board. (This will remain as is for now.

Candace will check into whether there is an attorney assigned to the AJRCCC Board.

PAGE 2 OF 5

1-5 Purpose: discussion on what is the purpose of the Board, there is a lot of responsibility placed on this board as an advisory board. We should be a governing board.

This will be discussed further at a future meeting.

ARTICLE II – Officers

2-2 Chairperson duties (a) Call meetings, it should clarify whose responsibility it is to notify members of the board meetings. Everyone agreed that the wording should remain as is, for this particular board, the secretary will notify members of the meetings. It is the members responsibility to keep the secretary and the chair updated on their addresses and phone numbers.

Our next meeting will pick up with Article II Officers 2-3 Vice Chairperson Duties

Discussion on next meeting: Special Meeting – June 16, 2016 @ 5:00 p.m. at the AJRCCC Conf Room

MOTION BY JANICE MCLESTER TO HAVE SPECIAL MEETINGS UNTIL THE BY-LAWS ARE REVIEWED, SECONDED BY CANDACE HOUSE, NO ABSTENTIONS, MOTION CARRIED.

VI. NEW BUSINESS

NONE

VII. COMPLAINTS/CONCERNS

Discussion was held on the complaint process. It is agreed that if anyone submits complaint, it should be in writing, the board will review, discuss and track the complaint through the complaint process.

VIII. ADJOURNMENT

MOTION BY SANDRA SKENADORE TO ADJOURN, SECONDED BY JANICE MCLESTER, NO ABSTENTIONS, MOTION CARRIED.

MEETING ended at 1:06 p.m.

NEXT MEETING: THIS IS A SPECIAL MEETING TO REVIEW THE BY-LAWS

DATE: THURSDAY – JUNE 16, 2016
TIME: 5:00 P.M.
PLACE: AJRCCC CONFERENCE ROOM
RSVP: CANDACE HOUSE – 490.3612
CAROL ELM – 336.6656
PAT MOORE – 429.3220

NEXT REGULAR MEETING:

DATE: WEDNESDAY – JUNE 22, 2016
TIME: 12:00 NOON
PLACE: AJRCCC CONFERENCE ROOM
RSVP: CANDACE HOUSE – 490.3612
CAROL ELM – 336.6656
PAT MOORE – 429.3220

Minutes prepared by

Pat Moore – Secretary - AJRCCC
920.429.3220

MINUTES APPROVED BY:

AJRCCC BOARD ON ___JUNE 22, 2016___ AS PRESENTED.

BUSINESS COMMITTEE ON_____ .

ANNA JOHN RESIDENT CENTERED CARE COMMUNITY BOARD (AJRCCC)
MONTHLY MEETING MINUTES
WEDNESDAY – JUNE 22, 2016

COMMITTEE MEMBERS (Majority constitutes a quorum) P = Present A = Absent E = Excused

Candace House – Chairwoman	P	Carol Elm - Vice Chair	P	Pat Moore -Secretary	P
Yvonne Cornelius - Member	E	Janice McLester Member	E	Mary Adams - Member	P
Sandra Skenadore - Member	P	Dave Larson - Interim Administrator	P		

TIME STARTED: 12:05 p.m.

PLACE: AJRCCC CONFERENCE ROOM

I. CALL TO ORDER

Meeting called to order at 12:05 p.m. by Chairwoman, Candace House.

II. APPROVAL OF AGENDA

MOTION BY CAROL ELM TO APPROVE AGENDA AS PRESENTED, SECONDED BY SANDRA SKENADORE, NO ABSTENTIONS, MOTION CARRIED.

III. APPROVAL OF MINUTES

Regular Meeting Minutes – NONE

Special Meeting Minutes – June 1, 2016

MOTION BY PAT MOORE TO APPROVE THE MINUTES OF JUNE 1, 2016 SPECIAL MEETING AS PRESENTED, SECONDED BY MARY ADAMS, NO ABSTENTIONS, MOTION CARRIED.

IV. REPORTS: DAVE LARSEN

Dave Larsen handed out reports as a result of our last meeting requests:

- 1- Possible Citations that the AJRCCC can receive from the State
- 2- The Severity Grid as a result of the possible citations
- 3- Last Year’s Survey Results
- 4- The AJRCCC Plan of Correction

On the Severity Grid, the Scope is across the top, while the severity is listed down the left hand side. If you are in the ABC area you cannot be fined for anything, if you are in the DEG area, things are not all that bad, but need to be corrected, you can be fined if the state wants to, but typically they do not. If you are in the shaded gray areas you will be fined very heavily. In the L area-everyone’s license is being put at risk, if you are in the I&J area, these are really heavy fines-normally \$1,000 per day per resident.

Dave leaves at 12:30 p.m.

V. OLD BUSINESS

1. Review By-Laws = Ongoing
2. Schedule special meetings to discuss by-laws (Will pick up at 2-2 Article II – Officers, Vice Chairperson duties)

Discussion held on the by-laws and how much work needs to be done. We will need to schedule special meetings just to review the by-laws. Everyone agreed to schedule special meetings to review the by-laws.

MOTION BY MARY ADAMS TO SCHEDULE SPECIAL MEETINGS ON JUNE 30, 2016 AND JULY 7, 2016 TO REVIEW THE BY-LAWS. BOTH MEETINGS WILL BE HELD AT 5:00 P.M. EITHER AT AJRCCC OR THE MAIN CASINO. SANDRA SKENANDORE WILL CHECK THE AJRCCC TO SCHEDULE THE CONFERENCE ROOM AND PAT WILL RESERVE THE MAIN CASINO EXEC CONF ROOM AS BACK UP, SECONDED BY CAROL ELM, NO ABSTENTIONS, MOTION CARRIED.

VI. NEW BUSINESS – NONE

VII. COMPLAINTS/CONCERNS

1. Discuss Process

Discussion was held on the process for the handling of Complaints/Concerns/Suggestions for the AJRCCC. We need to have a separate locked box for this. Candace will follow up with Dave Larson to see where our mailbox is going to be.

We still have not heard back from ONCOA regarding a meeting with the joint committees. Carol advised that they meet on the 2nd and 4th Tuesdays of the month from 1:00 – 3:00 p.m. at the AJRCCC conference room. If you want to be on their agenda, they require a two week notice. Candy will follow up with Wes Martin, Chairman of ONCOA and see if we can schedule a meeting or just sit in on one of their meetings.

AJRCCC's budget was discussed and decided that at the next meeting we would like Dave Larson to go over the budget for the Board. Sandra would like to see, travel-stipends-misc expenses, etc. if they are included in the AJRCCC Budget.

Pat asked Dave if he could send a copy of the April, May, June monthly reports, so that we can get our quarterly report in to the Business Committee in a timely manner. Pat will send Dave a copy of the reports that Nola used to send in order for us to prepare our reports.

FOLLOW UP ITEMS FOR JUNE 30, 2016

1. Quarterly Report to Business Committee
2. Schedule future meetings to review By-Laws

FOLLOW UP ITEMS FOR JULY 20, 2016

1. Budget with Dave Larson
2. Update on Mailbox – Dave Larson
3. Invite Karen Krause to this meeting – Candace
4. Follow up on Meeting with ONCOA - Candace

VIII. ADJOURNMENT

MOTION BY CAROL ELM TO ADJOURN, SECONDED BY MARY ADAMS, NO ABSTENTIONS, MOTION CARRIED.

Meeting ended at 1:05 p.m.

NEXT MEETINGS:

DATE: THURSDAY – JUNE 30, 2016
TIME: 5:00 P.M. - ?
PLACE: AJRCCC CONFERENCE ROOM
RSVP: CANDACE HOUSE – 490.3612
CAROL ELM – 336.6656
PAT MOORE – 429.3220

DATE: THURSDAY – JULY 7, 2016
TIME: 5:00 P.M. -
PLACE: AJRCCC CONFERENCE ROOM
RSVP: CANDACE HOUSE – 490.3612
CAROL ELM – 336.6656
PAT MOORE – 429.3220

DATE: WEDNESDAY – JULY 20, 2016
TIME: 12:00 NOON
PLACE: AJRCCC CONFERENCE ROOM
RSVP: CANDACE HOUSE – 490.3612
CAROL ELM – 336.6656
PAT MOORE – 429.3220

Please mark your calendars accordingly.

Minutes prepared by

Pat Moore – Secretary - AJRCCC
920.429.3220

MINUTES APPROVED BY:

AJRCCC BOARD ON _____ JUNE 29, 2016 AS PRESENTED.

FORWARDED TO BUSINESS COMMITTEE ON _____ .

ANNA JOHN RESIDENT CENTERED CARE COMMUNITY BOARD (AJRCCC)
MONTHLY MEETING MINUTES
WEDNESDAY – JUNE 29, 2016

COMMITTEE MEMBERS (Majority constitutes a quorum) P = Present A = Absent E = Excused

Candace House – Chairwoman	P	Carol Elm - Vice Chair	E	Pat Moore -Secretary	P
Yvonne Cornelius - Member	P	Janice McLester Member	P	Mary Adams - Member	P
Sandra Skenadore - Member	E	Dave Larson - Interim Administrator	A		

TIME STARTED: 5:03 P.M.

PLACE: AJRCCC CONFERENCE ROOM

I. CALL TO ORDER

Meeting called to order at 5:03 p.m. by Chairwoman, Candace House.

II. APPROVAL OF AGENDA

MOTION BY JANICE MCLESTER TO APPROVE THE AGENDA AS PRESENTED, SECONDED BY MARY ADAMS, NO ABSTENTIONS, MOTION CARRIED.

III. APPROVAL OF MINUTES

Regular Meeting Minutes – June 22, 2016

MOTION BY MARY ADAMS TO APPROVE THE JUNE 22, 2016 MEETING MINUTES AS PRESENTED, SECONDED BY PAT MOORE, 2 ABSTENTIONS, CHAIR VOTES TO APPROVE, MOTION CARRIED. (JANICE AND YVONNE ABSTAINED AS THEY WERE NOT AT THE MEETING).

IV. REPORTS: DAVE LARSON

NONE

V. OLD BUSINESS

1. Review By-Laws

This will pick up with Article II Officers 2-3 Vice Chairperson Duties

ARTICLE II – OFFICERS

2-3 Vice Chairperson Duties

Everyone agreed that this section can remain the same. No Changes

2-4 Secretary Duties – This section remains the same.

Question on how records are kept: Pat advised that the minutes are sent to the Tribal Secretary's Office on a monthly basis, as soon as the last meeting minutes of the month are approved. All

stipends are forwarded to Central Accounting, so if there was ever a reason she is not here, all records can be obtained from Central Accounting or the Tribal Secretary's Office. All minutes are forwarded to each board member, as well.

2-5 How chosen and length of term: Remove "at the first meeting in April".

2-6 is OK

2-7 is OK

Article III. Meetings

3-1 Regular Meetings: Change, the Board shall meet monthly at the AJRCCC.

- a. Change to: In the event a Board member is not able to attend a meeting, the board member shall contact an AJRCCC Officer two hours, prior to the start of the meeting in order to be excused from the meeting.
- b. Change to: If the Board member contacts the AJRCCC Officer after the two hour deadline, the Board shall consider the circumstances and make a determination by a majority vote, to approve or deny the Board member as excused.

3-2 Remains as is

3-3 Remains as is

3-4 Remains as is

3-5 Change Opening Prayer (add if requested)

3-6 Voting: Remains as is

3-7 Cancellation of Meetings: delete "for the following Tuesday"

- (a) Change: In the event a meeting is cancelled, the Chairperson, Vice chairperson or secretary shall contact each board member prior to the meeting.
- (b) If a board member is uncertain of a cancelled meeting, call the AJRCCC Chairperson or designee two hours prior to the meeting.

We will pick up with ARTICLE IV. Reporting

VI. NEW BUSINESS

1. FYI: Quarterly Report due to Business Committee July 5, 2016 – Request for extension Discussion on who will represent the AJRCCC at the Business Committee or GTC meetings

MOTION BY MARY ADAMS TO DELEGATE CAROL ELM TO ATTEND BC MEETINGS, WITH CANDACE HOUSE AS HER BACK UP, NO SECOND, MOTION FAILS....MOTION WITHDRAWN.

This item will be discussed at the next regularly scheduled monthly Board meeting.

VII. COMPLAINTS/CONCERNS

We need to discuss the budget with Dave at the next monthly board meeting.

VIII. ADJOURNMENT

MOTION BY YVONNE CORNELIUS TO ADJOURN, SECONDED BY MARY ADAMS, NO ABSTENTIONS, MOTION CARRIED.

Meeting ended at 6:05 p.m.

NEXT MEETING:

DATE: THURSDAY – JULY 7, 2016
TIME: 5:00 P.M. -
PLACE: AJRCCC CONFERENCE ROOM
RSVP: CANDACE HOUSE – 490.3612
CAROL ELM – 336.6656
PAT MOORE – 429.3220

DATE: WEDNESDAY – JULY 20, 2016
TIME: 12:00 NOON
PLACE: AJRCCC CONFERENCE ROOM
RSVP: CANDACE HOUSE – 490.3612
CAROL ELM – 336.6656
PAT MOORE – 429.3220

Please mark your calendars accordingly.

Minutes prepared by

Pat Moore – Secretary - AJRCCC
920.429.3220

MINUTES APPROVED BY:

AJRCCC BOARD ON JULY 7, 2016 AS PRESENTED.

BUSINESS COMMITTEE ON _____ .