



# MWC FAMILY MEETING

Date: 6/25/17

Time: 2:00 pm – 4:00 PM

Location: DT Center

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**Meeting Called by:** Shelley Lewis

**Meeting Type:** Quarterly Family Meeting

**In Attendance:**

Staff: Tammy Armstrong, DT Director; Lizzie Jacobson, QIDP, Kim Rusthoven, QIDP

Families: See attached Sign-In Sheet

## Agenda/Meeting Minutes

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1. **Agenda Item:**      **Marklund Wasmond Center News**      Presenter: Shelley

Discussion:

- We regret to inform you that Mary Jean Adkins is no longer with Marklund. Her position with The Center for Exceptional Care as Development Director was very difficult to fold into the Marklund Development Department. Marklund had created a position for her post merger that turned out not to be effective for the organization. This is a huge loss for MWC. Mary Jean will always be a part of the Little Angels family and you will see her from time to time at our social events. Let's all wish her well – it is my understanding that a small nonprofit group has already snatched her up!
- Consistent staffing will always be our top challenge given the shortage of licensed nurses and certified nursing assistants for hire. We have made great strides in this area, however, over the past 3 months. We currently have only a 0.2 FTE opening for licensed nurses; 4.3 for PSPs (Personal Support Professionals); and 1.0 DT PSP. Starting in July, we will be adding a licensed nurse on our evening shift.
- Marklund is committed to providing a robust benefit package to its employees. This is an important factor in recruiting and retaining staff. Some upcoming benefit enhancements to the benefit package include:
  - 3% raises are being provided effective in September for all staff who meet performance expectations (95% will receive the raise – some may receive 4% for exceeding expectations)
  - The dollar-for-dollar match on the company 403(b) plan is being increased from 3% to 4% effective July 1<sup>st</sup>.

- Tuition reimbursement benefits are being increased from \$2500 to \$3000 per year for non-exempt employees.
- Beginning July 1, MWC will be under the wing of Marklund's therapy department. Both Donna Ceisel (Physical Therapist) and Kathy Altersohn (Speech Therapist) have transitioned from consultant status to employee status. Occupational Therapy will be provided by an existing Marklund therapist. We will have a music therapist provide service on a weekly basis and we will also have a Physical Therapy Assistant allocated to our campus to assist Donna.
- Plans to implement an electronic medical record system kicks off next week – there is lots of programming and staff training to achieve before we go live with the system in September. Once implemented, an electronic medication administration system will follow.
- Establishing in-house Pulmonary & Neurology clinic remains on our strategic agenda and work on this will begin in earnest beginning July. Stay tuned.
- We are also working on plans to share nursing and direct care staff between MWC and the Marklund Philips Center (MPC) in Bloomingdale. Both of our campuses serve a similar population and we hope to integrate our staff across both campuses as a long-term strategy to meet ongoing staffing challenges
- New Disaster Preparedness rules and regulations go into effect in November of this year. Marklund is busy making preparations to meet these guidelines and ramp up our disaster readiness. We will talk more about this in the coming months.
- Marklund is embarking on a Capitol Campaign. A kick-off planning meeting was held last week to gain input from a host of stakeholders to determine the direction of the capitol campaign. We will keep you posted on the progress of this important initiative.

**2. Agenda Item: Implementation of Video Surveillance**      Presenter: Shelley

Discussion:

- Video surveillance cameras and door access control systems have been installed and are ready to go live shortly. Both of these improvements are designed to keep our residents and employees safe. Video cameras are only located in common/public areas such as hallways, lobbies, dining room, parking lot, etc. The door access control will allow us to keep all of our doors locked 24/7 with our administrative/nursing staff having the ability to open the doors remotely.
- Before the cameras can go live, we need ALL parents/guardians to return the consent forms you have been provided.

**3. Agenda Item: Change in Main Entrance**      Presenter: Shelley

Discussion:

- Once the video surveillance cameras and door access control systems go live, we will be changing our main entrance from the exiting location to the east entrance. Our reception desk has already been relocated to this lobby. The old main entrance will be used for emergency purposes only. We will notify you when this changeover occurs. Visitors will be “buzzed in” by the receptionist or nurses stations.

4. Agenda Item:      **Updated Parent Handbook/Parent Portal**      Presenter: Tammy

Discussion:

The MWC Parent Handbook has been updated to ensure that policies are consistent with the rest of the Marklund organization. Updated handbooks will be sent out to parents/guardians in the near future. Some highlights of policy changes:

- **Visiting Hours:** Visiting hours for families are from 10am to 8pm. These hours are designed to respect the privacy of our residents who receive a lot of personal care before and after posted visiting hours. Exceptions may be made, in advance, with written consent from the Administrator. If you have a need to visit your child outside of these visiting hours, do not hesitate to contact Shelley at 224-523-7531.
- **Out on Pass:** When taking your child out of the facility or “out on pass” you will still need to talk with the staff nurse who will release medications needed – you will now need to sign the Release of Responsibility form – this form is similar to the “Home Visit” form that you have signed in the past.

There is a Parent Portal on the Marklund website that is currently undergoing some updates and revision. This portal is a place for parents/guardians to go to view activity calendars, family meeting minutes, and other information of interest. We will be providing you with instructions in the near future on how to access this portal.

5. Agenda Items:      **Completion of School Classrooms**                      Presenter: Shelley

Discussion:

Buildout of the two new school classrooms in near completion. Services will be provided to community multi-needs students beginning with the 2017/2018 school year.

6. Agenda Item:      **Social Events**    Presenter: Shelley

Discussion:

- MWC participated in summer games at MPC yesterday. We will host our own summer games next year. Staff and residents who attended all reported having a great time.
- The Family Advisory Council is planning a tailgate party on August 20<sup>th</sup>. The Johnson/Toppel families will be providing BBQ along with lots of fun games and activities planned.

7. Agenda Item: **Fundraising Events**

Presenter: All

Discussion:

The 30<sup>th</sup> Annual Little Angels Pledge Run held on May 21<sup>st</sup> was a huge success bringing in over \$92,000 to benefit MWC. The winner of the 1<sup>st</sup> place raffle prize was a grandma of one of our new residents – she chose to take the cash rather than the motorcycle ☺. If the pledge run is to continue in the coming years, the event needs to transition to a true 3<sup>rd</sup> party event – this means that the Elgin Area Organization of Motorcycle Riders (EAO) must be willing to sponsor and coordinate the event without the assistance provided from Little Angels in prior years. There is a core group of EAO members who are passionate about continuing the pledge run to benefit MWC for years to come. We will keep you posted on this.

Save the dates for the following Marklund fundraising events:

- Angel Songs Soiree Dinner/Auction Event will be held on September 23<sup>rd</sup> at the SanFilippo Estate
- The 7<sup>th</sup> Annual Pancake Breakfast will be held at the Marklund Hyde Center (MHC) Geneva campus on September 16<sup>th</sup>

These events are also posted on the Marklund website at [www.marklund.org](http://www.marklund.org).

8. Agenda Item: **Open Forum**

Presenter: All

Discussion:

There were no additional items presented for discussion.

**MARK YOUR CALENDARS  
FOR THE NEXT FAMILY MEETING**

**SEPTEMBER 17, 2017 2PM  
DEVELOPMENTAL TRAINING CENTER**