

SHEBOYGAN COUNTY HEALTH CARE CENTER COMMITTEE MINUTES

Rocky Knoll Health Care Center
N7135 Rocky Knoll Parkway, Plymouth, WI 53073
West Conference Room

September 11, 2018

Called to Order: 9:00 a.m.

Adjourned 9:45 a.m.

MEMBERS PRESENT: Supervisor Richard Bemis, Chairperson; Supervisor Roger Otten, Vice Chairperson; Supervisor Charles Conrardy, Secretary; Supervisor Al Bosman; Supervisor James Glavan

ALSO PRESENT: Jeremy Fredericks, Kayla Clinton

Supervisor Bemis called the meeting to order at 9:00 a.m. It was noted the agenda was posted on September 6, 2018 at 12:30 p.m. in compliance with the Open Meeting Law.

A motion was made by Supervisor Conrardy and seconded by Supervisor Bosman to approve the minutes from the August 14, 2018 meeting. Motion carried.

Ms. Clinton had the following items to report:

- **Census** – In-house census 122; 5 pending admissions and 3 pending discharges
- **Open Positions** – Certified Nursing Assistant positions: Two part-time day shift, 3 full-time/5 part-time pm shift and 2 full-time/6 part-time night shift; Registered Nurse positions: One part-time day shift and two part-time p.m. shift. Billboard placed on Highway 23 advertising hiring for CNA positions
- **Alzheimer's Bake Sale & Walk** – Rocky Knoll holding a bake sale today and formed a team for the Alzheimer's Walk on September 29th at Evergreen Park
- **Contract Renewals** – Update on contracts renewed or in process of renewal and future plans for Medical Director
- **Walking Path** – Discussed installation of walking/wheelchair path to avoid incidents with traffic in driving/parking areas along with Motorized Scooter / Wheelchair Policy

There were no travel requests.

Accounts Payable Vouchers were reviewed. Motion was made by Supervisor Conrardy and seconded by Supervisor Glavan to approve as presented. Motion carried.

Jeremy Fredericks reviewed the July 2018 financials. Motion was made by Supervisor Conrardy and seconded by Supervisor Bosman to approve as presented. Motion carried.

Ms. Clinton discussed the request to transfer budgeted funds to cover the repair and update of the Code Alert System in specific areas of the facility. Motion was made by Supervisor Conrardy and seconded by Supervisor Glavan to approve. After discussion the motion was rescinded by both Supervisors and will be brought back for discussion / approval at the October meeting after discussions to secure other funding options are held.

Supervisor Conrardy requested approval to attend the DQA Skilled Nursing Facility Forum meeting in Green Bay on September 12, 2018 with Ms. Clinton and Carla Darrah from Rocky Knoll. Motion made by Supervisor Glavan and seconded by Supervisor Bosman to approve. Motion carried.

The next committee meeting will be held October 9, 2018. A motion was made by Supervisor Conrardy and seconded by Supervisor Glavan to adjourn the meeting at 9:45 a.m. Motion carried and meeting adjourned.

Angie Iserloth
Recording Secretary