

NOTICE OF MEETING
HEALTH CARE CENTER COMMITTEE
October 13, 2015 - 9:00 AM

Rocky Knoll
N7135 Rocky Knoll Parkway
Plymouth, WI 53073
Shah West Conference Room

Agenda

Call to Order

Certification of Compliance with Open Meeting Law

Approval of Minutes

Health Care Center Committee - Regular Meeting - Sep 8, 2015 9:00 AM

Rocky Knoll Administrator's Report

Travel Notifications - None at Time of Mailing

Discussion Items

August 2015 Rocky Knoll Financials

Rocky Knoll Donated Funds Update

Committee Action

Consideration of Accounts Payable Vouchers

Approve Committee Members Attending Other Meetings

Committee Member Reports on Meetings Attended

Period of Public Comment

Adjourn

Rocky Knoll Foundation Meeting - 3:30 p.m. - October 26, 2015

Rocky Knoll Health Care Center

Health Care Center Committee Meeting - 9:00 a.m. - October 27, 2015

Rocky Knoll Health Care Center

Health Care Center Committee Meeting - 9:00 a.m. - November 10, 2015

Rocky Knoll Health Care Center

Prepared by:

Angie Iserloth

Recording Secretary

Roger Otten

Committee Chairperson

NOTE: A majority of the members of the County Board of Supervisors or of any of its committees may be present at this meeting to listen, observe and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in *State ex rel. Badke v. Greendale Village Board*, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

Wis. Stat. § 19.84 requires that each meeting of a governmental body be preceded by a public notice setting forth the time, date, place, and subject matter of the meeting. This Notice and Agenda is made in fulfillment of this obligation. Electronic versions of this Notice and Agenda may hyperlink to documents being circulated to members in anticipation of the meeting and are accessible to the public for viewing. Additions, subtractions, or modifications of the hyperlinked materials do not constitute an amendment to the meeting agenda unless expressly set forth in an Amended Notice and Agenda. Members of the public are encouraged to check from time to time before the meeting to see whether the hyperlinked content has been changed from what was originally posted.

Persons with disabilities needing assistance to attend or participate are asked to notify the Recording Secretary at 920-449-1232 prior to the meeting so that accommodations may be arranged.

SHEBOYGAN COUNTY HEALTH CARE CENTER COMMITTEE MINUTES

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

September 08, 2015 Called to Order: 9:00 AM Adjourned 10:06 AM

MEMBERS PRESENT: Supervisor Roger Otten, Chairperson; Supervisor Richard Bemis;
Supervisor Al Bosman; Supervisor Brian Hoffmann

MEMBERS ABSENT: Supervisor Charles Conrardy

ALSO PRESENT: Carla Darrah, Rocky Knoll Director of Nursing – Interim
Administrator; Tim Chisholm, Rocky Knoll Building Services
Manager; Violet Feldmann - Public, Ken Plummer-Public

Supervisor Otten called the meeting to order at 9:00 AM. It was noted the agenda was posted on September 3, 2015 at 1:40 PM in compliance with the Open Meeting Law.

A motion was made by Supervisor Bosman and seconded by Supervisor Bemis to approve the minutes of the Health Care Center meeting from August 11, 2015. Motion carried.

In the absence of Ms. Valleskey, Ms. Darrah had the following announcements regarding the facility:

- **Census** – 127
- **Life Enrichment** – The summer concert series is winding down. The Dave Steffen Duo (Rock and Easy Listening) played August 25th and the final concert will be a Patsy Cline Impersonator on September 22nd. A Family Fun Night is planned for the last evening with complimentary refreshments (hot dogs, soda and popcorn).
- **Woodland Village** – Tim Chisholm and the Maintenance crew will begin tearing out the carpet and replacing it with new tile flooring at the end of the month.
- **Equipment** – The facility recently purchased ten lightly used Joerns beds from St. Joseph's Convent in Campbellsport at a cost of \$300/bed. Five beds were also purchased that were not in optimal condition at a cost of \$100. The Maintenance staff was able to make three good beds from them. Pricing for a new Joerns bed is approximately \$1,200-\$1,300 as a best guess (used beds sell for \$600-\$800 on EBay).
- **Internet** – Excel.net has been installed at the facility and so far it has been ok. There was a brief glitch recently that occurred on the weekend, but it was rectified in a very short time.
- **Staff** – In the process of hiring a full-time dayshift RN who has a significant history working in Orthopedics, specifically with doctors Gore, Sellinger, Glaeser and VanDommelen. Prior to that she has 10 years of experience in a hospital setting as well as in long-term care.

A discussion was held in regards to Ms. Darrah's report on the Joerns beds that were purchased from St. Joseph's Convent. Ms. Darrah indicated that the convent still had a large amount of beds that were available for purchase, but at the time of the initial purchase, the funds had only been secured to purchase what they did. The committee was in full support of Mr. Chisholm reaching out to the Convent to make an offer to purchase the balance of the beds, so we could continue to rotate out older beds. Supervisor Bosman will have some discussions with the Finance Committee as well as County Administrator Adam Payne to see if funds can be secured, should Rocky Knoll be unable to find the funds.

Minutes Acceptance: Minutes of Sep 8, 2015 9:00 AM (Approval of Minutes)

There were no travel requests to present.

The committee members reviewed the financials for July 2015. Another chart has been added per the request of Supervisor Hoffmann to show the actual cost per day to take care of residents. It was noted that the members would like to see a comparison showing the past three months over the last five years (i.e. May-June-July for the July financials).

Accounts Payable Vouchers were reviewed. A motion was made by Supervisor Bemis and seconded by Supervisor Bosman to approve the vouchers. Motion carried.

Supervisor Hoffmann made a motion to approve committee member's attendance at the Finance Meeting on Wednesday, September 23rd to discuss the Rocky Knoll budget. The motion was seconded by Supervisor Bosman and the motion carried.

Public comment was received.

The next meeting is scheduled for September 22, 2015. It was noted that the WCA Conference is being held in LaCrosse at this time. Ms. Iserloth will contact Supervisor Conrardy to see if he will attend that meeting, and if so the Health Care Meeting on September 22nd will be cancelled. Notification will be sent via email on the status of the meeting.

A motion was made by Supervisor Hoffmann and seconded by Supervisor Bemis to adjourn the meeting at 10:06 a.m. Motion carried and meeting adjourned.

Angie Iserloth
Recording Secretary

Rocky Knoll Health Care Center
Budget to Actual Comparison
Month Ended August 31, 2015

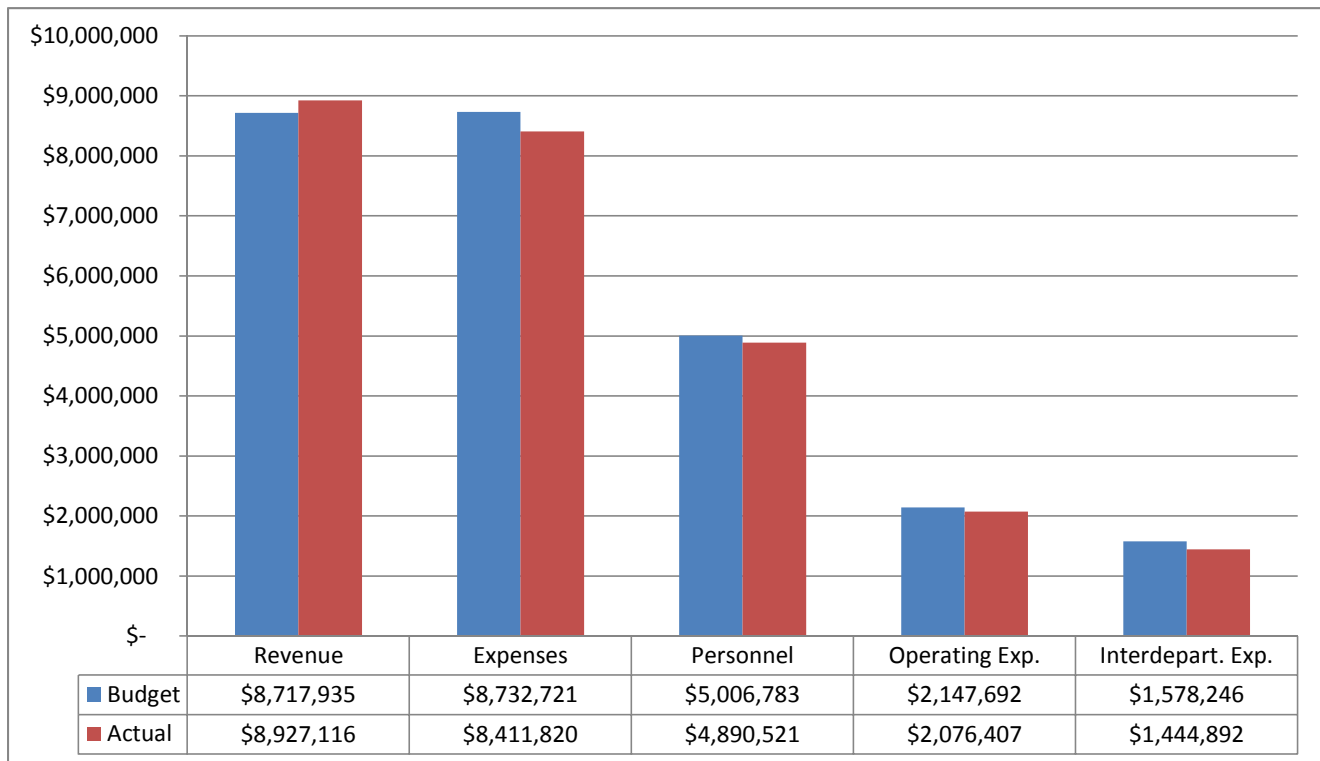
	Month to Date			Year To Date		
	Budget	Actual	Variance	Budget	Actual	Variance
Property Tax Levy	\$ 69,568	\$ 69,568	\$ -	\$ 556,548	\$ 556,548	\$ -
Intergovernmental	94,809	98,478	3,669	743,194	737,556	(5,638)
Health Care Services	945,547	942,145	(3,402)	7,415,993	7,606,160	190,167
Other	279	379	100	2,200	26,852	24,652
Total Revenue	<u>\$ 1,110,203</u>	<u>\$ 1,110,570</u>	<u>\$ 367</u>	<u>\$ 8,717,935</u>	<u>\$ 8,927,116</u>	<u>\$ 209,181</u>
Wages and Benefits	638,635	622,101	16,534	5,006,783	4,890,521	116,262
Operating	266,924	243,634	23,290	2,147,692	2,076,407	71,285
Interdepartmental	201,291	173,346	27,945	1,578,246	1,444,892	133,354
Expenses Before Capital & Depreciation	<u>1,106,850</u>	<u>1,039,081</u>	<u>67,769</u>	<u>8,732,721</u>	<u>8,411,820</u>	<u>320,901</u>
Net Income/(Loss) before Outlay and Depreciation	<u>3,353</u>	<u>71,489</u>	<u>68,136</u>	<u>(14,786)</u>	<u>515,296</u>	<u>530,082</u>
Capital Outlay	-	18,767	(18,767)	152,358	76,694	75,664
Depreciation	-	46,083	(46,083)	-	368,754	(368,754)
Total Expenses	<u>\$ 1,106,850</u>	<u>\$ 1,103,931</u>	<u>\$ 2,919</u>	<u>\$ 8,885,079</u>	<u>\$ 8,857,268</u>	<u>\$ 27,811</u>

Rocky Knoll Health Care Center
Budget to Actual Comparison by Division
Month Ended August 31, 2015

	Month to Date			Year To Date		
	Budget	Actual	Variance	Budget	Actual	Variance
Total Revenue	<u>\$ 1,110,203</u>	<u>\$ 1,110,570</u>	<u>\$ 367</u>	<u>\$ 8,717,935</u>	<u>\$ 8,927,116</u>	<u>\$ 209,181</u>
Life Enrichment	19,850	18,573	1,277	157,260	143,375	13,885
Dietary	107,062	100,016	7,046	839,255	772,331	66,924
RK Administration	142,697	143,192	(495)	1,170,326	1,106,553	63,773
Building Services	85,894	77,631	8,263	674,672	615,977	58,695
Health Information	13,705	13,404	301	108,012	106,516	1,496
Nursing	579,721	549,435	30,286	4,545,115	4,410,436	134,679
Ancillary	114,868	97,266	17,602	900,601	941,814	(41,213)
Environmental Services	43,053	39,563	3,490	337,480	314,043	23,437
Outpatient Services	-	-	-	-	-	-
Expenses Before Capital & Depreciation	<u>1,106,850</u>	<u>1,039,080</u>	<u>67,770</u>	<u>8,732,721</u>	<u>8,411,045</u>	<u>321,676</u>
Capital Outlay	-	18,767	(18,767)	152,358	76,694	75,664
Depreciation	-	46,083	(46,083)	-	368,754	(368,754)
Total Expenses	<u>\$ 1,106,850</u>	<u>\$ 1,103,930</u>	<u>\$ 2,920</u>	<u>\$ 8,885,079</u>	<u>\$ 8,856,493</u>	<u>\$ 28,586</u>

Communication: August 2015 Rocky Knoll Financials (Discussion Items)

Rocky Knoll Health Care Center Month Ended August 31, 2015



Revenue is \$209,181 over budget. Average census is 128.75 vs budgeted 128.0

Room & Care revenue is \$257,543 over budget.

Ancillary revenue is \$64,668 under budget.

Expenses are \$320,901 under budget (excluding capital outlay and depreciation).

Wage & benefits are under budget \$116,262.

Purchased services are over budget \$4,201.

- Ancillary services are over budget \$27,260.

Repair & maintenance under budget \$20,351.

General operating is under budget \$54,693.

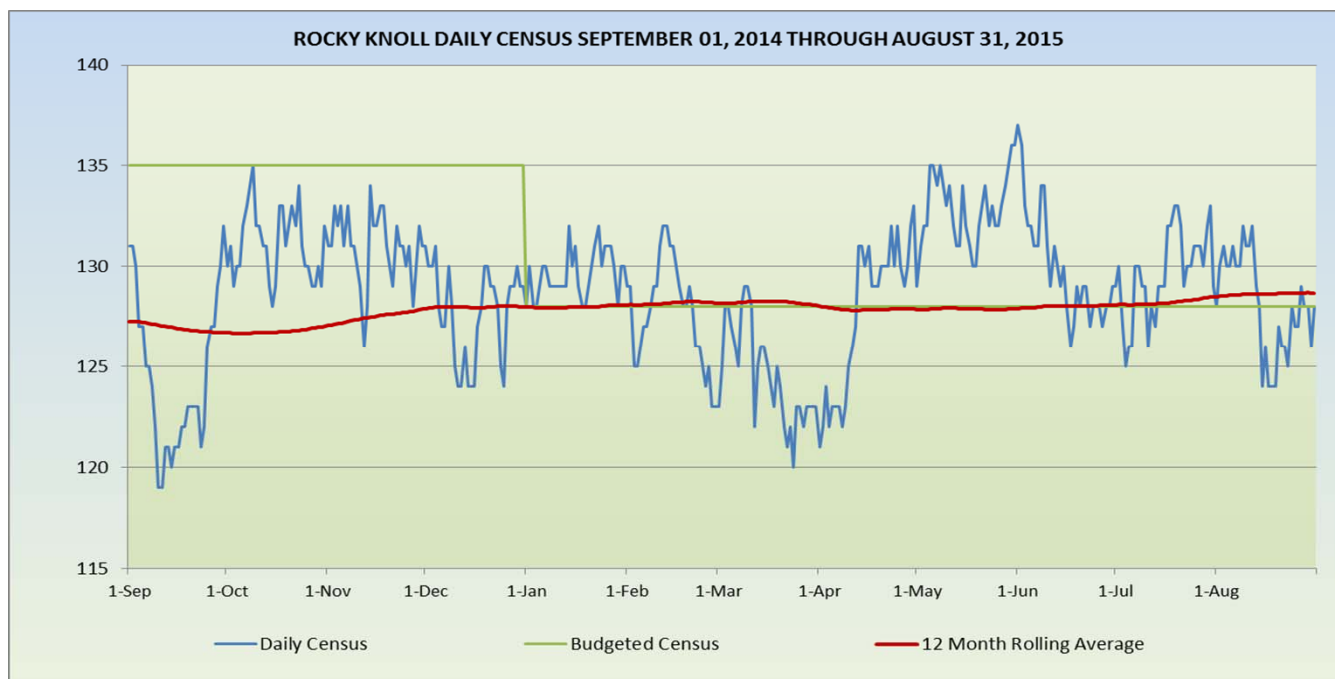
Interdepartmental costs are under budget \$133,354.

- Employee health insurance under budget \$123,714.

Total tax levy through August is \$556,548.

Capital Outlay through August is \$76,694.

Total depreciation through August is \$368,754.



Patient per Day Costs				
Expense Category	Through August 2014		Through August 2015	
Salary/Fringes	198.12	68.50%	192.71	68.62%
Contractual Services	21.48	7.43%	20.96	7.46%
Operating	38.90	13.45%	39.01	13.89%
Utilities	10.17	3.52%	8.14	2.90%
Food	7.85	2.71%	7.27	2.59%
Insurance/Depreciation	12.72	4.40%	12.76	4.54%
TOTAL	289.24	100.00%	280.85	100.00%

RK - DONATED FUNDS FOR RESIDENT BENEFIT
subledger 101045 - W

Item	Account	Initial Allocat'n of Funds	2014 Spent	2015 spent	Total Spent Through 9/28/15	Remaining
Pressure reducdtion wheelchair cushions	339.533505	9,000.00	-	6,676.60	6,676.60	2,323.40
Recliners	326.533924	6,000.00	-	2,896.00	2,896.00	3,104.00
WV Phone replacement	326.533925	2,000.00	1,389.58	-	1,389.58	610.42
Repainting North & West buildings	330.532402	5,000.00	-	6,531.38	6,531.38	(1,531.38)
Sound system/decorating baths	330.532405	3,000.00	-	-	-	3,000.00
Vinyl wall & door improvements	330.532402	10,000.00	-	6,121.00	6,121.00	3,879.00
boots for heel pressure mgmt	339.533505	3,000.00	-	1,604.23	1,604.23	1,395.77
Bariatric equip	339.533505	9,000.00	-	587.98	587.98	8,412.02
Carpet in resident lounges	330.532402	8,000.00	-	7,844.00	7,844.00	156.00
Shipping	339.533720	-	-	22.41	22.41	(22.41)
TOTALS		55,000.00	1,389.58	32,283.60	33,673.18	21,326.82
Spent to date		33,673.18	detail			
Remaining Funds		21,326.82				