

NOTICE OF MEETING

HEALTH CARE CENTER COMMITTEE

January 12, 2016 - 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 - Dec 22, 2015 9:00 AM

Use of County Property at Rocky Knoll - Aaron Brault, Director of Planning and Conservation

Rocky Knoll Administrator's Report

Travel Notifications - None at time of posting

Committee Action

Consideration of 2015 Rocky Knoll Budget Adjustments

Consideration of Accounts Payable Vouchers

Request for Committee Members to Attend Other Meetings

Committee Member Reports on Meetings Attended

Period of Public Comment

Adjourn

Rocky Knoll Foundation Meeting - 3:30 p.m. - January 25, 2016

Rocky Knoll Health Care Center

Health Care Center Committee Meeting - 9:00 a.m. - January 26, 2016

Rocky Knoll Health Care Center

Health Care Center Committee Meeting - 9:00 a.m. - February 9, 2016

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

December 22, 2015

Called to Order: 9:02 AM

Adjourned 9:58 AM

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

ALSO PRESENT: Rachelle Valleskey, Rocky Knoll Administrator; Jeremy Fetterer - Accountant

Supervisor Otten called the meeting to order at 9:02 AM. It was noted the agenda was posted on December 17, 2015 at 11:55 a.m. in compliance with the Open Meeting Law.

A motion was made by Supervisor Conrardy and seconded by Supervisor Bemis to approve the minutes of the Health Care Center meeting from December 8, 2015. Motion carried.

Ms. Valleskey had the following announcements regarding the facility:

- **Census** – Current in-house 126; with 4 pending admissions
- **ESW II** – the open Maintenance position is creating a lot of interest. Many applications have been received, from some very qualified candidates. Tim started the interview process, which includes successful completion of an exam aimed at basic/advanced skills testing.
- **CRASE** – Active Shooter training was provided for County Supervisors and above at Rocky Knoll on 12/17/15. Forty-one employees attended the session which was well received and greatly appreciated. Sheboygan County Deputy Brent Multer and Emergency Management Director Steve Steinhardt were the presenters of the Civilian Response to Active Shooter.
- **Therapy times** – Met with Therapy to arrange for scheduled times for residents to be seen. Up until now, the times haven't been scheduled and have led to dissatisfaction with some who say they don't know when they'll have therapy and they'd like to plan their day. This new approach will start in January.
- **Google Review** – A community member gratefully alerted Rocky Knoll to a web posted review from a great grandson of a resident, that was very threatening in nature and lead to a report to Law Enforcement and ultimately the removal of the post from Google and the requirement for a formal apology.
- **Classification Appeal** – The position of Building Services Manager remains at a DBM of C43, and the title remains as is. The decision was made by the HR Director to drop the topic from the Agenda at HR Committee because there was no formal process in place to move the position to the formerly stated DBM of B32.
- **Channel 8** – Ms. Valleskey will be interviewed by Adam Payne and Roger TeStroete in January. Rocky Knoll will be the featured department for the "Sheboygan County Government, Working For You" monthly segment.
- **LTC Classes** – Rocky Knoll will host three Nursing Assistant training courses next year. We look forward to the return of the CNA classes held on-site.
- **QAPI** – Two current performance improvement teams are in progress. One on improving pain control in the short stay residents, and the other on improving Dementia care and services, in alignment with the increasing scrutiny from our regulators. Many great ideas are being implemented and the teams are comprised of multidisciplinary members.

Minutes Acceptance: Minutes of Dec 22, 2015 9:00 AM (Approval of Minutes)

There was no travel for approval.

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

The November 2015 Financials were presented and discussed. A motion was made by Supervisor Conrardy and seconded by Supervisor Hoffmann to accept as presented. Motion carried.

Jeremy Fetterer presented a request to committee members to allow Rocky Knoll to carry over unexpended 2015 funds that were budgeted but not yet used. Detailed account information and justification for the request was provided to members. A motion was made by Supervisor Conrardy and seconded by Supervisor Hoffmann to approve the request as presented and forward to Finance Committee for their approval. Motion carried.

A motion was made by Supervisor Bemis and seconded by Supervisor Bosman to adjourn the meeting at 9:58 a.m. Motion carried and meeting adjourned.

Rachelle Valleskey
Recording Secretary