

SHEBOYGAN COUNTY HEALTH CARE CENTER COMMITTEE MINUTES

Rocky Knoll Health Care Center
N7135 Rocky Knoll Parkway
Plymouth, WI 53073

April 11, 2024

Call to order: 9:00 AM

Adjourned: 10:01 AM

MEMBERS PRESENT: Supervisor Jacqueline Veldman, Chairperson, Supervisor Suzanne Speltz, Supervisor Al Bosman, Secretary and Supervisor Marilyn Montemayor

MEMBERS ABSENT: Supervisor Curt Brauer, Vice Chairperson

ALSO PRESENT: Kayla Clinton, Rocky Knoll Administrator, Jeremy Fredericks, Accountant, and Amanda Kohal, Rocky Knoll Deputy Administrator

Chairperson Veldman called the meeting to order at 9:00 a.m.

The Chairperson certified compliance with the open meeting law. The agenda was posted on April 8, 2024 at 11:30 am.

Motion made to approve the minutes for the meeting on March 14, 2024 as written by Supervisor Bosman, with a second by Supervisor Montemayor, motion carried

Rocky Knoll's Administrator's Report

Census: 131 /120 (Actual/Budget) Pending admissions: 4
Pending discharges: 5

Monthly Census: February 118
March 129

Woodland Village: 27/33

Staffing: 8 registered nurse positions: 2 Weekend only 1st shift
1 full-time 2nd, RN (1.0) or
2 full-time 2nd LPN
2 part-time LPN or RN (.8) 2nd
1 part time .6 LPN or RN 3rd
1 full-time RN 3rd

37 CNA positions: 4 weekend only, 1st shift, 4 part-time
11 full-time, 6 part-time 2nd, 8 weekend only, 2nd shift
1 full-time, 3 part-time 3rd shift, 1 weekend only

1 PCA PM shift
2 PCA AM personal care assistants day shift
Social Services Assistant

Social Worker
Infection Preventionist/Wound Nurse- internal 5/6
Human Resource Generalist- starting 4/15/24
Assistant Director of Dining- filled internally

Highlights: we've had baby chicks, lambs, puppies, a bunny visit the residents in the last month.
We honored our social worker and social services department.

Committee Action

- Consideration of Request to Hire RN above midpoint
Motion made by Supervisor Bosman to approve the request, second by Supervisor Montemayor, motion carried
- Consideration of Request to Hire Infection Preventionist/Wound Nurse above midpoint
Motion made by Supervisor Montemayor to approve the request, second by Supervisor Speltz, motion carried
- Consideration of Shift Differential Increases
Motion made by Supervisor Montemayor to approve the increases, second by Supervisor Speltz, motion carried
- Consideration of Salary Adjustments
Motion made by Supervisor Montemayor to approve the salary adjustments, second by Supervisor Speltz, motion carried
- Consideration to Increase Private Pay Rates
Motion made by Supervisor Montemayor to increase private pay rates, second by Supervisor Bosman, motion carried
- Consideration of Accounts Payable
Motion made by Supervisor Bosman to approve the accounts payable, second by Supervisor Montemayor, motion carried
- Consideration of February 2024 Financials
Motion made by Supervisor Bosman to approve the February 2024 Financials, second by Supervisor Speltz, motion carried

Approval of Attendance at Other Meetings or Function/Reports on Meetings attended.

Request from Chairperson Veldman to attend HR committee meeting

Motion made by Supervisor Montemayor to approve the attendance, second by Supervisor Speltz, motion carried

Request from Supervisor Speltz to attend the WCA district meeting in April 2024

Motion made by Supervisor Montemayor to approve the attendance, second by Chairperson Veldman, motion carried

Public Comment

None

Rocky Knoll Foundation Meeting- Not scheduled at this time

10:01 AM - Motion made to adjourn by Supervisor Montemayor, second by Supervisor Bosman, motion carried.

Amanda Kohal
Recording Secretary

Al Bosman
Committee Secretary