

Sheboygan County HEALTH CARE CENTER COMMITTEE Minutes

December 14, 2023 at 9:00 am
Rocky Knoll Health Care Center
N7135 Rocky Knoll Parkway
Plymouth, WI 53073

December 14, 2023 Called to order at 9:09 a.m. Adjourned at 9:58 a.m.

MEMBERS PRESENT: Supervisor Jacqueline Veldman, Chairperson, Supervisor Curt Brauer, Vice Chairperson (via Zoom); Supervisor Suzanne Speltz, Supervisor Al Bosman, Secretary, Supervisor Marilyn Montemayor

Members Absent:

ALSO PRESENT: Kayla Clinton, Rocky Knoll Administrator; Jeremy Fredericks, Accountant, Amanda Kohal, Rocky Knoll Deputy Administrator, Tara Rammer, Accounts Receivable Coordinator and Diane Spiro, Administrative Assistant

Chairperson Veldman called the meeting to order at 9:08 a.m. It was noted that the agenda was posted on December 11, 2023 at 3 pm in compliance with the Open Meeting Law.

Motion made to approve the minutes for the meeting held on November 9, 2023 as written by Supervisor Bosman, with a second by Supervisor Speltz, motion carried.

Rocky Knoll's Administrator, Kayla Clinton, presented her report:

Census: 116 /116 (Actual/Budget) **Pending admissions: 1**
Pending discharges: 2

Monthly November: 115.8

Woodland Village: 19/28

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

LTE 3 personal care assistants
Infection Preventionist/Wound Nurse

Resident/Staff Talent show

Committee Action:

- Consideration to reallocate 2023 unused ARPA funds to 2024 - Motion made by Supervisor Montemayor, second by Supervisor Bosman. Motion carried.
- Consideration of Temporary Pay Adjustment Request - Motion made by Supervisor Bosman, second by Supervisor Montemayor. Motion carried.

- Consideration changes to Rocky Knoll Table of Organization - Motion made by Supervisor Montemayor, second by Supervisor Speltz. Motion carried.
- Consideration Blanket Vacant Position Requests - Motion made by Supervisor Bosman, second by Supervisor Montemayor. Motion carried.
- Consideration of Bad Debt Write Off - Motion made by Supervisor Montemayor, second by Supervisor Speltz. Motion carried.
- Consideration of Accounts Payable - Motion made by Supervisor Bosman, second by Supervisor Montemayor. Motion carried.
- Motion made by Supervisor Speltz for Rocky Knoll Deputy Administrator Kohal to sign on Supervisor Brauer's behalf, second by Supervisor Montemayor. Motion carried.
- Consideration of October 2023 Financials - Motion made by Supervisor Bosman, second by Supervisor Montemayor. Motion carried.

Approval of Attendance at Other Meetings or Function/Reports on Meetings attended
No requests were made.

Public Comment
None.

Next Health Care Center Committee meeting - January, 11, 2024 at 9:00 am

Rocky Knoll Foundation Meeting - Not scheduled at this time.

Adjourn 9:58 AM - Motion made to approve by Supervisor Bosman, second by Supervisor Montemayor. Motion carried.

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.