

SHEBOYGAN COUNTY HEALTH CARE CENTER COMMITTEE MINUTES

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

July 11, 2024

Call to order: 9:00 AM

Adjourned: 9:47 AM

MEMBERS PRESENT: Supervisor Marilyn Montemayor, Chairperson, Supervisor Suzanne Speltz, Secretary, Supervisor Carl Nonhof, and Supervisor Christian Ellis

ABSENT: Supervisor Jackie Veldman, Vice Chair

ALSO PRESENT: Kayla Clinton, Rocky Knoll Administrator, Jeremy Fetterer, Sheboygan County Finance Department via Zoom, Mandy Kohal, Rocky Knoll Deputy Administrator

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

The Chairperson certified compliance with the open meeting law. The agenda was posted on July 9, 2024 at 7:45 AM.

Motion made to approve the minutes for the meeting on June 13, 2024 as written by Supervisor Nonhof, with a second by Supervisor Speltz, motion carried

Rocky Knoll Administrator's Report

Census: 130 /120 (Actual/Budget) Pending admissions: 2
Pending discharges: 4

Monthly Census: February 118
March 129
April 132
May 131
June 132

Woodland Village: 23/33

Staffing: 9 registered nurse positions: 2 Weekend only 1st shift
1 PT RN .6
1 PT RN .7
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
Human Resources Business Partner- starting July 22
Staff Accountant

Presentation at Leadership Forum
CPR class
8 CNA students complete the class
Scrubs on Wheels
First music Bistro night at Wednesday July 17th
Opening new classroom in childcare July 29th
Internet outage functional exercise 7/9/24
ARPA reallocations working on budget

Committee Action

- Consideration of 5-year capital
Motion made by Supervisor Ellis to approve the request, second by Supervisor Speltz, motion carried
- Consideration of Pay Exception Request- Hire Above the Midpoint
Motion made by Supervisor Ellis to approve the request, second by Supervisor Nonhof, motion carried
- Consideration of Salary Adjustments
Motion made by Supervisor Ellis to approve the request, second by Supervisor Nonhof motion carried
- Consideration of Change to the Table of Organization
Motion made by Supervisor Speltz to approve the request, second by Supervisor Ellis motion carried
- Consideration of Accounts Payable
Motion made by Supervisor Speltz to approve the request, second by Supervisor Ellis motion carried
- Consideration of May 2024 Financials
Motion made by Supervisor Ellis to approve the May 2024 Financials, second by Supervisor Speltz, motion carried

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

None

Public Comment

None

Rocky Knoll Foundation Meeting- Not scheduled at this time

9:47 AM - Motion made to adjourn by Supervisor Ellis, second by Supervisor Nonhof, motion carried.

Amanda Kohal
Recording Secretary

Suzanne Speltz
Committee Secretary