

## **SHEBOYGAN COUNTY HEALTH CARE CENTER COMMITTEE MINUTES**

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

**November 20, 2025**

**Call to order: 9:00 AM**

**Adjourned: 9:36 AM**

**MEMBERS PRESENT:** Supervisor Marilyn Montemayor, Chairperson, Supervisor Jackie Veldman, Vice Chairperson, Supervisor Carl Nonhof, and Supervisor Suzanne Speltz, Secretary

**MEMBERS ABSENT:** Supervisor Christian Ellis

**ALSO PRESENT:** Mandy Kohal, Rocky Knoll Deputy Nursing Home Administrator, Jeremy Fetterer, Sheboygan County Deputy Finance Director (virtual), Katie Atkinson, Staff Accountant and Elizabeth Brennan, HR Business Partner

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

The Chairperson certified compliance with the open meeting law. The agenda was posted on November 18, at 3:15 PM.

Motion made to approve the minutes for the meeting on October 16, 2025 as written by Supervisor Veldman, with a second by Supervisor Nonhof, motion carried

### **Administrator's Report**

YTD ADC Census: 144/126 (Actual/Budget)  
October 133/126

#### **Staffing: Open Positions Nursing**

Direct care: RNs 16 LPNs 5 CNAs 42

#### **October New Hires**

1 CNA

2 CNA Trainee

1 PCA

#### **October Separations**

2 CNAs

1 CNA trainee

#### **Other Open Positions**

2 Student Dining Assistants

1 Cooks

## October Highlights:

- ❖ Resident experience survey for short and long term care residents
- ❖ Halloween trick or treat with daycare
- ❖ Veteran's breakfast
- ❖ Fall trips for seeing colors and season changes
- ❖ Celebrated National Healthcare Food Service Workers Week
- ❖ Booth at 2025 Empower Sheboygan County Caregiver Conference
- ❖ Visit from UW-Madison students to develop intergenerational program and structure-wrapping up with final visit December 2nd
- ❖ Rocky Knoll won the largest team participation award for senior living category for Walk to End Alzheimer's- Sheboygan County
- ❖ Parking repavement- delayed until next spring
- ❖ Visit from ICAR- IP
- ❖ RD attended Lakeshore's Culinary Arts Advisory Board and Chef's table annual meeting

## Committee Action

- Consideration of Hire Above Control Point- CNA  
Motion made by Supervisor Veldmand to approve the request, second by Supervisor Speltz, motion carried
- Consideration of Accounts Payable  
Motion made by Supervisor Speltz to approve the request, second by Supervisor Nonhof, motion carried
- Consideration of September 2025 Financials  
Motion made by Supervisor Speltz to approve the request, second by Supervisor Veldman, motion carried

## Approval of Attendance at Other Meetings for Function/Reports on Meetings attended

Motion made by Supervisor Speltz, second by Supervisor Nonhof to approve reimbursement for expenses incurred by Supervisor Veldman for attending Spectrum Celebrating Rural Broadband Expansion on November 17, 2025

## Public Comment

None

9:36 AM - Motion made to adjourn by Supervisor Speltz, second by Supervisor Veldman, motion carried.

Amanda Kohal  
Recording Secretary

Suzanne Speltz  
Committee Secretary