

**JOINT MEETING OF THE HEALTH AND HUMAN SERVICES COMMITTEE AND  
HEALTH CARE CENTER COMMITTEE MINUTES**

Sheboygan County Health and Human Services Building  
1011 North 8<sup>th</sup> Street, Sheboygan, WI 53081  
Room 413

**August 30, 2011**

**Called to Order: 8:00 AM**

**Adjourned: 9:14 AM**

**HEALTH AND HUMAN SERVICES COMMITTEE MEMBERS PRESENT:** Supervisor Peggy Feider, Chairperson; Supervisor John Van Der Male, Supervisor Roger Otten, Supervisor Jacob Van Dixhorn, Eldon Burg, Citizen Member; Curtiss Nyenhuis, Citizen Member

**HEALTH CARE CENTER COMMITTEE MEMBERS PRESENT:** Supervisor Charles Conrardy, Chairperson; Supervisor Roger Otten, Vice-Chairperson; Supervisor Val Schultz, Secretary; Supervisor Dale Cary

**HEALTH AND HUMAN SERVICES COMMITTEE MEMBERS ABSENT:** Supervisor Kris Wheeler, Vice-Chairperson; Supervisor Vernon Koch, Secretary; Dr. Philip Walker

**HEALTH CARE CENTER COMMITTEE MEMBERS ABSENT:** Supervisor Eustacio Medina

**ALSO PRESENT:** Tom Eggebrecht, Health and Human Services Department Director; Michael Taubenheim, Rocky Knoll Health Care Center Administrator; Carol Buckovic, Health and Human Services Department Business/Administrative Support Services Manager; Jamie Ausloos, Rocky Knoll Director of Social Services and Marketing

Chairperson Feider called the meeting to order at 8:00 a.m.

**CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW**

The agenda for the Joint Meeting of the Health and Human Services Committee and Health Care Center Committee was posted on August 23, 2011 at 10:00 a.m., in compliance with the Open Meeting Law.

**REVIEW AND APPROVE MINUTES: June 14, 2011**

Supervisor Conrardy moved and Supervisor Schultz seconded to approve the June 14, 2011 Joint Meeting Minutes of the Health and Human Services Committee and Health Care Center Committee. Motion carried unanimously.

Mr. Taubenheim introduced Ms. Ausloos to the Committee. Ms. Ausloos will be a key player in facilitating the Chapter 55 project.

**REPORT ON JOINT PLANNING FOR DEVELOPMENT OF ROCKY KNOLL AS AN EMERGENCY PROTECTIVE PLACEMENT RESOURCE – Michael Taubenheim and Tom Eggebrecht**

Mr. Taubenheim distributed a draft of the Action Plan detailing the progress on the development of Rocky Knoll being used as a Chapter 55 Emergency Protective Placement resource.

Regarding admission criteria, Mr. Taubenheim informed the Committee that he and Rocky Knoll staff will work with Dale Deterding and Adult Protective Services staff to develop the specific criteria to be utilized for admission.

Mr. Eggebrecht will work out an on-call system with his department to establish a 24/7 resource and support person(s). Mr. Taubenheim and Rocky Knoll will also work out an on-call team to establish a 24/7 resource and support person(s). The decision to admit will be made jointly between the two on-call parties utilizing the established criteria.

Regarding physician support issues, State and Federal Regulations require Rocky Knoll to have an admitting and attending physician for every client so Rocky Knoll must work to establish the required physician support. Therefore, Rocky Knoll will reach out to current physician groups to determine if there is any willingness to cover this type of program. Mr. Eggebrecht will arrange for Mr. Taubenheim and staff to attend Crisis Policy Workgroup meetings being held at Health and Human Services to discuss possibilities with Aurora representatives including contact to be made with Aurora Sheboygan Memorial Medical Center to see if a hospitalist will cover for up to five days until a primary physician can be established. Future action items pertaining to physician support issues also include reaching out to Prevea to discuss a possible MD Director for this type of program and reaching out to St. Nicholas and Aurora for alternative physician support suggestions.

Regarding admission orders and required documentation, a standard list of labs and tests will be developed and these are to be completed for all Emergency Protective Placement admissions to Rocky Knoll. Ms. Ausloos has contacted the Aurora Case Manager Supervisor who is interested in helping with the development of a standard protocol that must be followed prior to admission, i.e. lab orders, examination, medical clearance. Mr. Eggebrecht will provide Ms. Ausloos with contact information for Craig Schicker who is the Emergency Room Manager at Aurora Sheboygan Memorial Medical Center. Ms. Ausloos will contact Mr. Schicker to discuss meeting with Health and Human Services and Rocky Knoll regarding needed protocol. If a person is chaptered then they are at Rocky Knoll under Court Order and Rocky Knoll is the primary decision maker until the person's court date, at which time a guardian will be appointed for that person.

Regarding medications, Mr. Taubenheim informed the Committee that Rocky Knoll works with Morton Pharmacy. For this purpose, a meeting will be set up with Morton Pharmacy representatives to discuss 24-hour medication supply options. Ms. Ausloos will contact Mr. Schicker to discuss meeting with Mr. Taubenheim and Rocky Knoll staff to discuss admission protocol that scripts must be sent with medications and to resolve the 24/7 medication issue.

Regarding transporting, Mr. Eggebrecht believes that law enforcement would be responsible for transporting to Rocky Knoll for initial placement. A meeting will be set up with city police and sheriff's department to discuss options.

Regarding general concerns, a Crisis Action Plan will be created for each admission at or before the admission takes place if possible. The Plan will outline the progressive steps to be taken in the event of an adverse situation during the stay.

Regarding the 72-Hour Hearing, video conferencing may be set up via Skype at Rocky Knoll, but Rocky Knoll needs to consult with Information Systems to check security features. Per Assistant Corporation Counsel Natasha Torry-Morgan, the conferencing equipment at the Courthouse is difficult to schedule at times due to only one being set up. Options need to be explored to ensure we have access to equipment on that end. Mr. Eggebrecht will explore options relating to evaluations. Rocky Knoll RNs may be able to do the assessment for cognition and relate to Adult Protective Services.

Regarding payer source, the hospital would provide Rocky Knoll with payer source information. Questions need to be raised, however, for those who could possibly be on Medicare as there would be no 3-day hospitalization requirement to qualify for this payer type. A continuing team discussion will be occurring to address if a protective placement is discharged after 72-hour hold, who is responsible for the bill, who is responsible when there is no payer source, and can contract options be explored.

Regarding discharge, discharge planning will begin at admission. Adult Protective Services will be at Rocky Knoll within 24 hours of admission (or on next business day for weekend/holiday admissions) to begin placement planning. The 72-hour hearing is "business days," weekends and holidays are excluded from the 72-hour rule.

This plan is for people who need protection support but are not a proper subject for psychiatric treatment.

Supervisor Van Der Male thanked Mr. Taubenheim for the presentation on the action plan and also suggested that he contact Judge Stengel as Judge Stengel has a special interest in this population.

After the action plan was explained to the Committee, Mr. Taubenheim and Mr. Eggebrecht answered questions of the Committee.

#### **ADJOURNMENT**

At 9:14 a.m., Supervisor Conrardy moved and Supervisor Cary seconded to adjourn the Joint Meeting of the Health and Human Services Committee and Health Care Center Committee. Motion carried unanimously.

**The next Joint Meeting of the Health and Human Services Committee and Health Care Center Committee is scheduled for November 29, 2011 at 10:00 a.m. at Rocky Knoll Health Care Center.**

Julie Schaefer  
Recording Secretary