SHEBOYGAN COUNTY HEALTH CARE CENTER COMMITTEE MINUTES

Rocky Knoll Health Care Center
N7135 Rocky Knoll Parkway, Plymouth, WI 53073
West Conference Room

June 11, 2013 **Called to Order: 9:00 AM** **Adjourned 9:32 a.m.**

MEMBERS PRESENT: Supervisor Roger Otten, Chairperson; Supervisor Charles Conrardy, Vice Chairperson; Supervisor Richard Bemis; Supervisor Brian Hoffmann

MEMBERS ABSENT: Supervisor Al Bosman, Secretary

ALSO PRESENT: Tim Woodworth, Staff Accountant; Vicki Weigel; Ken Plummer; Violet Feldmann

Chairperson Otten called the meeting to order at 9:00 AM. It was noted the agenda was posted on June 5, 2013 at 9:30 AM in compliance with the Open Meeting Law.

A motion was made by Supervisor Conrardy and seconded by Supervisor Bemis to approve the minutes of the Health Care Center meeting from May 14, 2013 meeting. Motion carried.

In the absence of Ms. Rachelle Valleskey, Administrator, Ms. Iserloth had the following announcements regarding facility activities:

- Current census is 137 with 3 possible discharges and 3 admits this week.

- We anticipate the admission of a female resident from Sheboygan with TB today to our negative pressure room. This will be a short term approximately two week stay while a house is prepared for her to live in.

- Rocky Knoll contacted our retired nurses for any potential interest in helping HHS on a temporary public health assignment to get the TB issue in Sheboygan County under control

- The State TB Director came to Rocky Knoll to see our reverse isolation room. They are encouraging WI nursing homes to consider devoting one room for this use. Ms. Valleskey is asking the state to consider not charging a bed tax on the room since we aren't able to use it for the majority of admissions and the room benefits the state. The bed tax is $170 per month.

- DQA made a recent visit to Rocky Knoll last week to view and discuss our Music and Memory Program. Rocky Knoll is certified and is recognized as pioneers in this effort. The DQA have been awarded a grant from civil money penalties to start this program in 100 Wisconsin nursing homes. They will pay for 15 residents with dementia in each home. Rocky Knoll will serve on the advisory board for this program. Wisconsin is trying to be the first state in the US to have all nursing homes certified in music and memory.

There was no travel presented.

Ms. Iserloth requested approval to advertise and fill the Nursing Shift Supervisor position. This position has been vacant since April 26, 2013 and needs to be filled. A motion was made by Supervisor Conrardy and seconded by Supervisor Bemis to approve the request as presented and forward to the Human Resource Committee for their approval. Motion carried.

Ms. Iserloth discussed the Request for Change in Department Table of Organization which was provided to all Supervisors. This includes a Title Change for the current Maintenance Services Supervisor to the proposed Manager of Building Services which will does include an increase in direct-report staff of 14, bring total to 19. Also included is the title change from the current Environmental Services Supervisor to the proposed Building Services Coordinator, who will direct report to the Manager of Building Services. A motion was made by Supervisor Conrardy and seconded by Supervisor Bemis to approve the Change in Department Table of Organization as presented and forward to the Human Resource Committee for their approval. Motion carried.

Mr. Woodworth presented the April financials for Rocky Knoll. A motion was made by Supervisor Conrardy and seconded by Supervisor Bemis to approve the financials as presented. Motion carried

Vouchers were reviewed. A motion was made by Supervisor Hoffmann and seconded by Supervisor Bemis to approve the vouchers. Motion carried.

A motion was made by Supervisor Conrardy and seconded by Supervisor Bemis for any committee member to attend the Human Resource Meeting on June 12, 2013. Motion carried. Motion was bade by Supervisor Hoffmann and seconded by Supervisor Conrardy to approval attendance for Supervisor Hoffmann at the Rails and Trails meeting held the week of June 5th, 2013. Motion carried. Motion was made by Supervisor Hoffmann and seconded by Supervisor Conrardy to approve any member attending the Dedication of the Sheboygan River Dredging Project to be held on Friday, June 14, 2013 at 11:00 a.m. Motion carried.

Public comment was received.

A motion was made by Supervisor Bemis and seconded by Supervisor Conrardy to adjourn the meeting at 9:32 a.m. Motion carried. Meeting adjourned.

Angie Iserloth
Recording Secretary