

## SHEBOYGAN COUNTY HEALTH CARE CENTER COMMITTEE MINUTES

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

**February 11, 2014**

**Called to Order: 9:00 AM**

**Adjourned 10:21 A.M.**

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

MEMBERS ABSENT: Supervisor Al Bosman

ALSO PRESENT: Rachelle Valleskey, RK Administrator; Jeremy Fetterer; Tim Chisholm, and Bryan Miesfeld, RK Building Services; Vi Feldmann, Kenneth Plummer, Bob Ostermann

Chairperson Otten called the meeting to order at 9:00 AM. It was noted the agenda was posted on February 6, 2014 at 9:00 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 January 14, 2014 meeting. Motion carried.

Supervisor Hoffmann arrived at 9:03 a.m.

Tim Chisholm introduced Brian Miesfeld, Maintenance Worker to the committee. Brian comes to Rocky Knoll with a background in HVAC as well as electrical. He has been an excellent addition to the crew at Rocky Knoll. Mr. Chisholm also updated the committee on the Sanimax and Focus on Energy programs, the completed underground kitchen roof, nursing unit bathroom floor/spa projects and other several other items of interest that the committee has asked about.

Ms. Valleskey had the following announcements regarding facility:

- **Census** – In house 126 with 3 pending this week.
- **Music and Memory** – ABC Nightly news will be sending a reporter from New York City next week, to interview our staff and family members who have testimonials on the positive effects the iPod program has had on our residents. The program will air on the Diane Sawyer program, on a date to be determined in the future.
- **Morale Booster Team** – Sub-committee met for the first time and discussed detractions to morale, what action plans can be introduced to improve and formulated a plan for what can be done immediately and in the future. An employee satisfaction survey will be created to help generate ideas and input from all employees. Local 2427 has offered two - \$25.00 cash gifts to raffle for those employees contributing positive entries
- **Marketing Plans** – Discussed what the plans were for 2014 with billboard, radio, newsletters, health fairs, etc. The Bistro will also be used to host musical entertainment throughout the summer, and Fleck's Grill truck will be available for the public and our residents/staff.
- **CBRF** – Planning continues and am currently working on obtaining all of the required elements for an application submission to the State. Met with Director of HHS to discuss opportunities to collaborate on unmet needs of the County and will meet with Family Care to discuss the same. Need to identify the population base we intend to serve; Advanced Age, Irreversible Dementia, Emotionally Disturbed/Mental Illness, etc.

The preliminary December financials were presented. A motion was made by Supervisor Conrardy and seconded by Supervisor Bemis to approve the Financials as presented. Motion carried

Ms. Valleskey presented a request to fill the Administrative Assistant position on the Rocky Knoll Table of Organization. A motion was made by Supervisor Conrardy and seconded by Supervisor Bemis to approve the request and forward to the Human Resources Department for recruitment. Motion carried

Ms. Valleskey discussed the meeting frequency of the committee and sought input whether it could be reduced to once per month. There have been many months where it does not warrant meeting twice and one of the two are cancelled. After discussion it was agreed to leave as it stands, but when the new committees are appointed in April and meeting schedules are discussed, this will be considered.

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

Public comment was received.

The next Health Care Center meeting will be on February 25, 2014.

A motion was made by Supervisor Hoffmann and seconded by Supervisor Bemis to adjourn the meeting at 10:21 a.m. Motion carried. Meeting adjourned.

Angie Iserloth  
Recording Secretary