

SHEBOYGAN COUNTY HEALTH CARE CENTER COMMITTEE MINUTES

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

April 14, 2015

Called to Order: 9:00 AM

Adjourned 10:22 AM

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

ALSO PRESENT: Rachelle Valleskey, Rocky Knoll Administrator; Jeremy Fetterer, Rocky Knoll Accountant; Tim Chisholm, Rocky Knoll Building Services Manager; Jim TeBeest – Director of Building Services; Violet Feldmann, Ken Plummer

Supervisor Otten called the meeting to order at 9:00 AM. It was noted the agenda was posted on April 9, 2015 at 11:55 AM in compliance with the Open Meeting Law.

A motion was made by Supervisor Conrardy and seconded by Supervisor Hoffmann to approve the minutes of the Health Care Center meeting from March 24, 2015. Motion carried.

Ms. Valleskey shared the results for the Annual Nursing Home survey that was conducted March 31 through April 6, 2015. The surveyors once again praised the overall facility and the staff for being so cooperative. The health survey received six deficiencies and the life safety received 8 deficiencies – all of which were at a low level. Once the Statement of Deficiency is officially received we have ten days to respond with our Plan of Correction. We are already in the process of educating staff and making any corrections that needed to be made.

Tim Chisholm shared the deficiencies with the committee and showed them pictures of the areas that need to be fixed. At this time, they are almost all completed.

Mr. Chisholm and Mr. TeBeest shared information on energy conservation that has occurred at Rocky Knoll since the Retro Commissioning project has been implemented. Savings have been significant, and more savings will be recognized in the future as time progresses.

Mr. Chisholm advised members that he has received several quotes for a Fertilizer project for the grounds at Rocky Knoll. There are two options – a two-step and a four-step program. Costs range from \$1,200 for the two-step up to \$2,400 for four-step. Kathy Blanke from Land Steward Enhancements, LLC will be at the facility to educate the maintenance staff on upkeep of the different plantings and how to trim, etc.

Ms. Valleskey and Mr. TeBeest shared plans for the CBRF and updated the committee members on the progress. They reviewed specific areas that require remodeling in order to bring it up to code. Cost estimates have been received for 1) Minimum remodeling to bring to code; 2) making minor enhancements; and 3) doing a full overhaul of the unit. The timeline to complete the renovation, which would include getting approval from the State, as well as the different County committees' is approximately one year. They will continue to keep members updated as information is received.

Ms. Valleskey had the following announcements regarding the facility:

- **Census** – 131 in-house, 2 admissions today
- **Woodland Village** – Flooring samples were selected to replace the carpeting in Woodland Village as budgeted for completion in 2015.
- **Wall covering project** – One north is complete and 2 North is currently being worked on. Many compliments have been received so far.
- **All Staff Meeting** – Mandatory all staff meetings will be held April 23rd to discuss Plans of Correction for survey findings and to share information. Scheduled times are 7:00 am, 1:30 pm and 2:30 pm. Self-learning packets have been created for staff members who will be unable to attend.
- **Sheboygan Lutheran High School** – Twelve students will be here Wednesday working with Tim Chisholm and Deb Jacoby on the lawn and bush trimming, etc. and a few will be indoors working with the residents
- **De-license** – Next meeting will have an agenda item to consider de-licensing the last semi- private room, taking the overall bed capacity from 155 to 154.
- **Floor waxing** – All floors in Woodland Village have been waxed. They are currently working on 1 West and will follow with 2 West.

The 2014 4th Quarter Variance for Rocky Knoll was reviewed. It was noted by Supervisor Otten that the amount listed under Donations should be listed as a positive, not a negative amount.

Jeremy Fetterer reviewed the Year-End December 2014 financials with the Committee. Rocky Knoll ended up with an overall loss of \$13,000 for 2014 but did mention that expenses from 2013 to 2014 were significantly lower. A motion was made by Supervisor Conrardy and seconded by Supervisor Bemis to approve the year-end financials as presented. Motion carried. The February 2015 financials were also reviewed. A motion was made by Supervisor Bemis and seconded by Supervisor Bosman to approve the financials as presented. Motion carried.

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

Supervisor Otten requested approval for his attendance at the Rocky Knoll survey exit conference which was held on April 6, 2015. Motion made by Supervisor Conrardy and seconded by Supervisor Bemis to approve. Motion carried.

There were no travel requests.

Public comment was received.

Supervisor Conrardy made a motion that the Committee be put on record to congratulate all Rocky Knoll staff for a wonderful job done during the survey and each day at Rocky Knoll. Motion seconded by Supervisor Bosman, by call of the roll, all ayes – motion carried.

The next meeting is scheduled for April 28, 2015.

A motion was made by Supervisor Bemis and seconded by Supervisor Bosman to adjourn the meeting at 10:22 a.m. Motion carried and meeting adjourned.

Angie Iserloth
Recording Secretary