

SHEBOYGAN COUNTY HEALTH CARE CENTER COMMITTEE MINUTES

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

October 23, 2012

Called to Order: 9:00 AM

Adjourned 10:02 A.M.

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

ALSO PRESENT: Rachelle Valleskey, RK Administrator; Tim Woodworth, Staff Accountant; Tracy Radtke, A/R Coordinator; Ken Plummer

Chairperson Otten called the meeting to order at 9:00 AM. It was noted the agenda was posted on October 18, 2012 at 10:15 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 October 9, 2012 meeting. Motion carried.

An updated Resident/Family Satisfaction Questionnaire is being circulated to guests of Rocky Knoll which includes a friendlier cover letter. Ms. Valleskey explained that these surveys are sent out approximately 2 weeks after admission to the facility, as well as upon discharge. The facility is also now sending them to long-term residents to inquire how things are going with their stay and to ask if there are any areas we can improve. Ms. Valleskey reported that there was a minor setback with the MD2GO and that Tom Gesch is working with the CDW engineer, who is in house today, to fix. Targeted go live date is set for November 1, 2012. Our current phone system which was put in by CDW at a cost of approximately \$100,000 has been causing some issues over the past few weeks. Due to the phones being a VOIP system, it is hard to target where the issue is (hardware, SIP trunks, etc.). Tom Gesch did advise Ms. Valleskey that there is interest in this phone system by an outside source should we want to replace our current system. If this was pursued, Mr. Rammer would put the system out for bids and sell that way. Ms. Valleskey will keep the committee members advised of any issues.

Ms. Valleskey, along with the Director of Nursing and Area Nurse Managers are currently performing operational efficiency reviews on the nursing units, where they are pairing up with staff to look for ways to improve workflow, duties, etc. The first review was completed last week on the p.m. shift and it proved to be very informational.

The committee was advised by Ms. Valleskey that the current call light system at Rocky Knoll is very old. Replacement parts can no longer be ordered but we do have some available parts from the identical system that was at Sunny Ridge. Committee members should be aware of this because these systems are very expensive, and the day will come where it is going to need to be replaced. Supervisor Bemis asked Ms. Valleskey if there are walkie-talkies that could be used with the system to eliminate the noise – she will investigate and report back.

Ms. Valleskey reported to the committee that there were two state surveyors in the building due to a self-report sent in to the state agency due to a resident fall.

A few upcoming events were reported – ZUMBA will be held at Rocky Knoll and will be hosted by the Sheboygan YMCA. The Interra Health chiropractor will be having on-site hours at Rocky Knoll twice per week from 1:00 p.m. until 4:00 p.m. due to a large amount of staff from this area that visit the Sheboygan site. Ms. Valleskey also indicated they are working on potentially having a Nurse Practitioner located in the Plymouth area to be available for office hours.

Ms. Radtke reviewed the Accounts Receivables with the Committee Members. The accounts presented have been deemed uncollectable and it is requested 8 accounts totaling \$85,875.19 be written off as bad debt. Ms. Radtke explained to the members that every effort is made to collect as much financial information prior to admission to the facility however sometimes situations occur where a payer source changes after admission and there is nothing the facility can do if a resident is unable to pay. There are guidelines that must be followed for Involuntary Discharges. After the committee had an opportunity to ask questions, a motion was made by Supervisor Conrardy and seconded by Supervisor Hoffmann to approve write off. Motion carried.

Mr. Woodworth presented the September financials for Rocky Knoll and as of the end of September the facilities revenues exceeded its expenses by \$49,820. This is the fourth month in a row where the facility has been in the black. A motion was made by Supervisor Conrardy and seconded by Supervisor Bosman to approve the financials as presented. Motion carried.

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.

A motion was made by Supervisor Bemis and seconded by Supervisor Hoffmann to adjourn the meeting at 10:02 a.m. Motion carried. Meeting adjourned.

Angie Iserloth
Recording Secretary

UNWOMEN