

## SHEBOYGAN COUNTY HEALTH CARE CENTER COMMITTEE MINUTES

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

**April 12, 2016**

**Called to Order: 9:02 AM**

**Adjourned 10:20 AM**

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

**MEMBERS ABSENT:** Supervisor Brian Hoffmann

**ALSO PRESENT:** Rachelle Valleskey, Rocky Knoll Administrator; Jeremy Fetterer, Accountant; Jeremy Fredericks, Accountant; Tim Chisholm, Building Services Manager; Violet Feldmann - Public, Ken Plummer-Public

Supervisor Otten called the meeting to order at 9:02 AM. It was noted the agenda was posted on April 7, 2016 at 12:05 p.m. in compliance with the Open Meeting Law.

A motion was made by Supervisor Bemis and seconded by Supervisor Bosman to approve the minutes of the Health Care Center meeting from March 8, 2016. Motion carried.

Ms. Valleskey had the following announcements regarding the facility:

- **Census** – Current in house 131 with 5 pending admissions and 1 pending discharge
- **DHS** – We are anticipating our annual survey at any time. Last year's survey took place between March 31 and April 6. Several surveys have been completed at competitor homes so the survey team likely will be here soon.
- **Memorial Service** – Service was held the evening of April 7<sup>th</sup> in memory of residents who passed away in the preceding year. Forty attendees were present which represented the highest turnout to date. The service was changed to a week day rather than a weekend date which proved to be advantageous to families for participation.
- **CMS** – 250 select nursing homes are to be chosen to participate in an initiative in the fall of 2016 to pay the SNF more for Medicare and Medicaid admissions to see if their hospital readmissions drop. This model would pay physicians at an equal rate for comprehensive assessments in a skilled nursing facility than for the same assessment at a hospital. Ms. Valleskey is checking with CMS on how to become a pilot facility.
- **Humana Insurance** – A new program utilizing Optum's Nurse Practitioner's to see the Humana short stay rehab patients will begin on May 1. UMR is asking for the same program however Optum needs to hire another Nurse Practitioner before they commit to the increased workload.
- **Aurora Extended Service** – Dr. Hancock retired from his clinic practice as of January 1, 2016 and has devoted all of his time to serving the nursing homes. He visits Rocky Knoll every Thursday and in between as needed. The attempt is to visit new admissions within 24-48 hours, and to work to keep residents in house and avoid readmissions.

- **Pain Program** – Our new performance improvement program on pain management for our short term rehab residents has been a success. The team refined the assessments, initiated therapy times, hung dry erase boards in the rooms, created definitions for ratings 0 to 10, and printed brochures to be shared at admission with a summary of the pain program. The success realized a decrease from 26.7% to 17.1% according to the MDS Quality Measure report. We are now below the State average.
- **2015 Wisconsin Act 343** – Governor Walker passed Act 343 into law recently which allows a family member to a court hearing if a person in a nursing home says they don't want visits from the relative. Expedited hearings will be considered for significant health decline where death may be imminent. Not sure of the implications at this time.

Tim Chisholm, Building Services Manager joined the meeting and provided an update of facility projects.

- The roofing project started early and is expected to be completed mid-end of May. Insulation of the duct work has also been included on this project.
- There were ten areas where the flashings were not properly sealed on the 2002 building which has caused leaking into the building. These will need to be repaired.
- The capital project for facility flooring project will be started soon – RFP's will go out and the bid process will begin.
- New burner for the boilers will be installed this week, which will make us equipped for dual fuel.
- Retro-commissioning project/Focus on Energy – received final rebate from the project in the amount of \$24,000 which was significantly higher than anticipated
- System upgrade to the air handling unit
- New fire alarm system will be installed (part of Jim TeBeest's capital project)
- HVAC will be taking all thermostats in the facility and cleaning/calibrating and will check the actuators in the baseboards – starting in Building B from ground floor up – there is a rebate associated with this that will pay for the costs to have HVAC complete project.

Ms. Valleskey presented the following travel requests for approval: Sandy Leon, RHIT to the Annual WHIMA Conference on May 4 & 5, 2016. Motion was made to approve travel as presented by Supervisor Conrardy and seconded by Supervisor Bemis. Motion carried.

Ms. Valleskey presented a memo to the Committee regarding a dietary staff member who was provided misinformation on how to utilize her vacation, which resulted in her losing the 40 hours of vacation. 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.

Mr. Fetterer presented details for a requested budget adjustment to recognize donations to the Health Care Center of a blanket warming cart and ice machine by the Rocky Knoll Foundation. Motion was made by Supervisor Bemis and seconded by Supervisor Bosman to approve as presented and forward to Finance. Motion carried.

Jeremy Fetterer presented details on the February 2016 financials. Rocky Knoll expenses continue to stay in line with the revenues. The variance in the Dietary department is due to the increased amount of residents needing supplements and some purchases for new dinner wear. Motion made by Supervisor Conrardy and seconded by Supervisor Bemis to approve financials as presented. Motion carried. Jeremy also introduced the new Staff Accountant for Rocky Knoll, Jeremy Fredericks. He has been in the Treasurer's department for about a year and has 10 years accounting experience with Community Bank (now Wisconsin Bank & Trust).

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

A motion was made by Supervisor Bosman and seconded by Supervisor Bemis to approve payment of the Accounts Payable vouchers. Motion carried.

Public comment was received.

A motion was made by Supervisor Bemis and seconded by Supervisor Bosman to adjourn the meeting at 10:20 a.m. Motion carried and meeting adjourned.

Angie Iserloth  
Recording Secretary