

## Sheboygan County HEALTH CARE CENTER COMMITTEE Minutes

**September 14, 2023 at 9:00 am**

Rocky Knoll Health Care Center  
N7135 Rocky Knoll Parkway  
Plymouth, WI 53073

September 14, 2023  
a.m.

Called to order at 9:07 a.m.

Adjourned at 10:08

MEMBERS PRESENT: Supervisor Jacqueline Veldman, Chairperson, Supervisor Curt Brauer Vice Chairperson; Supervisor Suzanne Speltz; Supervisor Al Bosman, Secretary

Members Absent: Supervisor Marilyn Montemayor

ALSO PRESENT: Kayla Clinton, Rocky Knoll Administrator; Jeremy Fredericks, Accountant; and Amanda Kohal, Rocky Knoll Deputy Administrator,

Chairperson Veldman called the meeting to order at 9:07 a.m. It was noted that the agenda was posted on September 13, 2023 at 9:00 am in compliance with the Open Meeting Law.

Motion made to approve the minutes for the meeting held on August 10, 2023 as written by Supervisor Bosman with a second by Supervisor Brauer, motion carried.

Rocky Knoll Administrator Clinton presented her report.

Introduction: Eric Kendall, Director of Dining Services

Update: QA/QAPI with Dining Services PIP

Census: 115/116 (Actual/Budget) Pending admissions: 2

Pending discharges: 1

Monthly Census: 115

Woodland Village: 20/28

Staffing: 6 registered nurse positions: 2 Weekend only 1st shift

(1) .8 and 1st Shift

1 full-time 2nd, RN (1.0) or

1 full-time 2nd LPN

2 part-time LPN or RN (.8) 2nd

1 part time .6 LPN or RN 3rd

37 CNA positions: 4 weekend only, 1st shift, 4 part-time

10 full-time, 6 part-time 2nd, 8 weekend only, 2nd shift

1 full-time, 3 part-time 3 d shift, 1 weekend only

2 personal care assistants

AR Coordinator/Business Office Manager  
Part-time Life Enrichment Assistant  
Residents attended the County Fair on September 1st  
Woodland Village room and dining room renovations completed  
Ground floor hallway next project before year end  
Budget Presentation at Finance Committee: August 30, 2023  
Rocky Knoll Impact on HHS Budget Review

#### Committee Action

#### Committee Action

- Consideration of Change to Rocky Knoll Table of Organization  
Motion made to approve by Supervisor Bosman, second by Supervisor Brauer, motion carried
- Consideration of Accounts Payable  
Motion made to approve by Supervisor Brauer, second by Supervisor Speltz, motion carried
- Consideration of July 2023 Financials
- Motion made to approve by Supervisor Bosman, second by Supervisor Speltz, motion carried

Approval of Attendance at Other Meetings or Function/Reports on Meetings attended.  
No requests were made.

#### Public Comment

None

Health Care Center Committee Meeting October 12, 2023 at 9:00 am  
Rocky Knoll Foundation Meeting- Not scheduled at this time

Adjourn 10:07 a.m.

Motion made to adjourn by Supervisor Brauer, second by Supervisor Speltz, motion carried

NOTE: A majority of the members of the County Board of Supervisors or of any of its committees may be present at this meeting to listen, observe and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in *State ex rel. Badke v. Greendale Village Board*, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

Wis. Stat. § 19.84 requires that each meeting of a governmental body be preceded by a public notice setting forth the time, date, place, and subject matter of the meeting. This Notice and Agenda is made in fulfillment of this obligation. Electronic versions of this Notice and Agenda may hyperlink to documents being circulated to members in anticipation of the meeting and are accessible to the public for viewing. Additions, subtractions, or modifications of the hyperlinked materials do not constitute an amendment to the meeting agenda unless expressly set forth in an Amended Notice and Agenda. Members of the public are encouraged to check from time to time before the meeting to see whether the hyperlinked content has been changed from what was originally posted.

Persons with disabilities needing assistance to attend or participate are asked to notify the Recording Secretary at 920-449-1232 prior to the meeting so that accommodations may be arranged.