

## HEALTH SERVICES COMMITTEE

October 4, 2011

COMMITTEE MEMBERS PRESENT: Supervisors Bussie, Fizzell, Fox, Beaver

COMMITTEE MEMBERS ABSENT: Supervisor Johnson

STAFF MEMBERS PRESENT: Sherry Gunderson, Rock Haven Administrator; David Sudmeier, Controller; Tom Berner, Materials Manager; Doug Keating, Facilities Superintendent.

OTHERS PRESENT: Jim Haseman, Volunteer Ombudsman

CALL TO ORDER/APPROVAL OF AGENDA - Chair Bussie called the meeting of the Rock County Health Services Committee to order at 3:00 p.m. in the Rock Haven Classroom. Supervisors Fizzell and Fox moved approval of the agenda. ADOPTED.

### APPROVAL OF MINUTES

Joint Finance, General Services and Health Services Committees - Supervisors Fox and Beaver moved approval of the minutes of September 2, 2011 joint meeting. The minutes were ADOPTED with the following corrections:

Page 2, the first paragraph under "Resolutions" should read: "Resolution Amending the 2011 Budget to Provide Funding for the Construction of the New Skilled Nursing Home - A motion was made by Supervisor Fizzell and seconded by Supervisor Fox of the Health Services Committee to approve the resolution. ADOPTED. A motion was made by Supervisor Brill and seconded by Supervisor Heidenreich..."

Page 3, under "Review of Resolutions", 4th resolution acted upon should read: "Resolution Authorizing Architect Services Contract With Eppstein Uhen for the Construction Phase of the Rock Haven Replacement Facility Project - A motion was made by Supervisor Beaver and seconded by Supervisor Diestler of the Finance Committee to approve the resolution. ADOPTED. "

Health Services Committee - Supervisors Fizzell and Fox moved approval of the minutes of September 6, 2011. ADOPTED.

INTRODUCTION OF CITIZENS, COMMUNICATIONS AND ANNOUNCEMENTS -

Ms. Gunderson introduced Doug Keating who took Brent Sutherland's position as Facilities Superintendent. Mr. Keating announced Jackie Frat has taken the position of Mechanical Maintenance Supervisor, the position he previously held. She has 35 years experience in the maintenance field. Chair Bussie welcomed Mr. Keating and acknowledged the promotion of Ms. Frat.

BILLS - Supervisors Fizzell and Bussie moved to pay the bills totaling \$11,439.60. Supervisor Fizzell inquired about the cost for Paratech Ambulance Services. Ms. Gunderson agreed that the cost was high but many times residents are not able to be transported by wheelchair van and must, instead, be transported by ambulance to local doctor appointments or to Madison for surgeries, etc. Chair Bussie asked if residents have to use a particular service. Ms. Gunderson said if there is advance notice, the facility can request a specific one; however, if it is last minute the facility must go with whomever is available to transport. Lining up transportation for residents can prove very difficult at times. The bills were ADOPTED as presented.

BUDGET TRANSFERS - Supervisors Fox and Beaver moved the transfers as presented. ADOPTED.

PRE-APPROVED ENCUMBRANCE/ENCUMBRANCES - Supervisors Fizzell and Fox moved to approve the pre-approved encumbrance amendment for an increase of \$500 for Ivans. ADOPTED

OLD BUSINESS

RH Replacement Facility Update - Activities planned for this week: Silha will begin excavating and clearing the site; construction limits will be established; erosion control, construction fencing and temporary roads will be installed; and construction trailers will be mobilized. The County is concerned about salvaging the trees on the southeast boundary line. Eppstein Uhen will look at how this can be accomplished. Ms. Gunderson said abandoned water lines were found on the property. Mr. Keating is taking care of those and has warned the excavators of their location. They are also working to verify ownership of the fencing on that tree line. Chair Bussie asked that Ms. Gunderson forward a copy of the contractor list to all County Board members as information only.

NEW BUSINESS

Rock Haven Ground Breaking Ceremony - The ceremony was completed just before it rained. Guests and residents enjoyed the event and celebrated with pumpkin spice cake and cider.

Rock Haven 2012 Budget - Mr. Sudmeier and Ms. Gunderson met with the County Administrator to finalize Rock Haven's 2012 budget. Rock Haven will not be using any of the net assets that were applied to this year's budget and it expects to come in approximately \$200,000 under budget for this year. Mr. Knutson may decide to use some of Rock Haven's net assets to help reduce Rock County's 2012 tax levy. Ms. Gunderson noted this will be the eighth year in a row Rock Haven has reduced its budget request.

Rock Haven Organizational Chart - A revised copy of the Rock Haven Organizational Chart was included in the agenda packet.

## REPORTS

Census - Ms. Gunderson stated the census had been holding around the 127 range but some discharges and deaths have brought the census down to 122. A couple of referrals are expected this week.

Activity Report - The final budget meeting with the County Administrator was held as mentioned previously.

Staff are working on the United Way Campaign. Rock Haven holds fundraisers all year and recently asked for donations during its annual picnic. A United Way Chili Lunch will be held on October 21.

Rock Haven's goal for employee annual flu vaccination is 100 percent. Employees get a wellness credit as incentive. The goal for residents vaccination is usually around the 90 percent range because some are not able to be vaccinated because of allergies. Residents are being vaccinated this week. Employee vaccinations will begin next week.

Blackhawk Technical College RN students will begin clinicals soon. We will have approximately 20 first and second year RN students starting clinical rotations this month.

Staff Education - Topics include inservices on hand hygiene, communicating with residents with dementia, and the roles of health care agents and guardians. A CPR refresher course will be held. Quarterly nurses' meetings will also be held.

Resident Council - The election of Resident Council president will be held October 14.

Conferences - Ms. Gunderson will attend the WAHSA Fall Conference and the WACH meeting this month.

Finance - Mr. Sudmeier reports things are going well. Rock Haven is 1.25 percent under budget for patient days but is now 2 percent above revenue projection because of its patient mix, which translates to about \$100,000.

NEXT MEETING DATE - The next regular meeting is scheduled for Tuesday, November 1, at 3:00 p.m. in the Rock Haven Classroom.

ADJOURNMENT - Supervisors Fizzell and Beaver moved to adjourn the meeting. ADOPTED. The meeting adjourned at 3:26 p.m.

Respectfully submitted,  
Terri Fena

NOT OFFICIAL UNTIL APPROVED BY THE COMMITTEE