

## HEALTH SERVICES COMMITTEE

July 10, 2013

COMMITTEE MEMBERS PRESENT: Supervisors Bussie, Howland, Fell, Grahn

STAFF MEMBERS PRESENT: Sue Prostko; Rock Haven Administrator, Dave Sudmeier; Controller, Michael Howell; Materials and Environmental Services Supervisor

CALL TO ORDER/APPROVAL OF AGENDA – Chair Bussie called the meeting of the Rock County Health Services Committee to order at 8:01 a.m. in the Administrative Conference Room in the Village Commons. Supervisors Fell and Howland moved approval of the agenda. ADOPTED.

APPROVAL OF MINUTES – June 19, 2013.– Supervisors Grahn and Fell moved approval of the minutes of June 19, 2013. ADOPTED.

### INTRODUCTION OF CITIZENS, COMMUNICATIONS AND ANNOUNCEMENTS –

Supervisor Howland wanted everyone to know that the Local Emergency Meeting that was scheduled for October 16, 2013 will be postponed indefinitely. They need to get more information and things in place before setting up the meeting.

Supervisor Grahn wants to know what the plan is when Rock Haven is on electronic charting and the system goes down. Mrs. Prostko said we are backed up every night on the system currently and that we can go to paper charting in a moments notice.

Mr. Sudmeier explained that the committee approval report was updated. It shows a lot more information and full account numbers. Mr. Sudmeier explained it is easier to read and will just take time to get used to the new system.

BILLS – Supervisors Fell and Howland moved approval of the bills. The bills were ADOPTED as presented.

BUDGET TRANSFERS – None

PRE-APPROVED ENCUMBRANCE/ENCUMBRANCES – None

OLD BUSINESS

Survey Update – Mrs. Prostko gave an update on Post State Survey. She received the Statement of Deficiencies and working on the Plan of Correction. The plan of correction will be done and sent out July 11, 2013. The staff have all been in serviced on all the problem areas. Maintenance has completed all the concerned projects that they are able to do. There are some supplies on back order and all the Life Safety Code issues will be completed by September.

### NEW BUSINESS

There is progress being made on the Life Safety Codes. Maintenance has completed all they can do. Waiting on some supplies that are on back order. All the life safety codes will be completed by September 2013.

There was no attendance at any training, convention or conference that exceeded total costs of \$1,000 per event, per employee during January 1, 2013 to June 30, 2013.

The director of nursing and the assistant director of nurses will be attending several training webinars. Some of the topics will include infection control and staff compliance. Mrs. Prostko will be attending a webinar for musical movement.

### REPORTS

Census – The census as of today is 128 with a waiting list.

Senior Management – Management is working on in servicing staff from survey cites and on the 2014 budget.

Education – Serveral staff educational in services are being completed.

Resident Council Meeting – Resident Council met on July 9, 2013. Minutes to be provided at next meeting.

Finance – Mr. Sudmeier is working on the quarterly report and preparing the 2014 budget.

NEXT MEETING DATE – The next regular meeting of the Health Services Committee is scheduled for Wednesday, August 14 , 2013 at 8 a.m. in the Rock Haven Classroom.

ADJOURNMENT – Supervisors Grahn and Howland moved to adjourn the meeting.  
ADOPTED. The meeting adjourned at 9:21 a.m.

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Respectfully submitted,  
Michelle Lynch

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