

HEALTH SERVICES COMMITTEE

September 12, 2012

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

COMMITTEE MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Sherry Gunderson, Rock Haven Administrator; David Sudmeier, Controller

OTHERS PRESENT: Jim Haseman, Ombudsman

CALL TO ORDER/APPROVAL OF AGENDA - Chair Bussie called the meeting of the Rock County Health Services Committee to order at 8:03 a.m. in the Rock Haven Classroom. Supervisors Fell and Grahn moved approval of the agenda. ADOPTED.

APPROVAL OF MINUTES – August 8, 2012 - Supervisors Howland and Grahn moved approval of the minutes of August 8, 2012. ADOPTED.

INTRODUCTION OF CITIZENS, COMMUNICATIONS AND ANNOUNCEMENTS - Ms. Gunderson responded to a question last month about when an employee that has been here 15 years or more and was laid off might get their resolution. Such employees retain call back rights for one year. If unable to return to work they are sent a letter terminating their employment. A resolution would be done at that time.

Ms. Gunderson noted that there was a question regarding the purchase of a wheelchair washer at the recent Finance Committee. She stated that the old wheelchair washer, purchased in 1994, was out of warranty and no longer functioning properly. The company is willing to give us a discount of \$1,000 for the old unit, which they will refurbish and resell. The new one will cost \$10,995 with the discount and no charge for shipping; will wash two wheelchairs instead of one, and accommodate high back chairs.

BILLS - Supervisors Grahn and Fell moved to pay the bills totaling \$12,787.19. The bills were ADOPTED as presented.

BUDGET TRANSFERS - None.

PRE-APPROVED ENCUMBRANCE/ENCUMBRANCES – Supervisors Howland and Beaver moved approval of the encumbrances for Reinhart Food Service, Ivans, Charter Communications, Mercy Health System, and AMSAN LLC. ADOPTED

OLD BUSINESS

Rock Haven Replacement Facility Update - Ms. Gunderson reports the building will be released to us in January. Issues brought up by the Fire Marshal and State Inspectors have slowed the process. There have been a few problems with the soil, flooring and closet doors that needed to be resolved. These issues will cause the move-in date to be pushed back to March. Supervisor Howland asked how this would affect next year's budget. Ms. Gunderson said Mr. Sudmeier will revise the 2013 budget to reflect these changes.

Resident Council Minutes - Ms. Gunderson distributed copies of the August 14, 2012 Resident Council Minutes. The minutes from yesterday's meeting are not yet available.

Health Care Center Parking Lot - Ms. Gunderson reports that the asphalt will be poured on Thursday or Friday. The lines will be painted Saturday or Sunday, and the parking lot will be usable next week.

NEW BUSINESS

Resolutions Recognizing Gloria Person and Brenda Weatherly for Service to Rock Haven - Supervisors Fell and Grahn moved to approve the resolutions for Gloria Person for 17+ years of service and Brenda Weatherly for 18 years of service. ADOPTED.

REPORTS

Census - The current census is 121. All of the beds except for one are in rooms that are not air-conditioned.

Activity Report - Ms. Gunderson reported that there would be a new dress code put in place October 1, 2012. Dietary, environmental services, and materials departments will wear scrubs. The reason for this change is due to infection control. These employees will get a uniform allowance on their next check, as allowed per Human Resource policy. They're would also be an allowance in January for 2013. The annual picnic went well. The presentation on the progress of the new building Ms. Gunderson gave to staff, residents, and families went well also. Staff education included an introduction to the Melyx care plan software, gastrostomy tube care, wound care, insulin administration, and the use of a new tool for nurses to help them prepare before making calls to the physician.

Finance - Mr. Sudmeier said an adjustment to revenue for this year will be made due to the decline in census because of the extreme weather. With the added revenue from the \$184,000 Certified Public Expenditure (CPE) award, it is anticipated that Rock Haven will still not use any monies from the net assets.

NEXT MEETING DATE - The next regular meeting of the Health Services Committee is scheduled for Wednesday, October 10, 2012 at 8:00 a.m. in the Rock Haven Classroom. Chair Bussie requested a tour of the new building, at the next HSC meeting. Members need to wear closed shoes and long pants, to be able to tour the building.

ADJOURNMENT - Supervisors Grahn and Fell moved to adjourn the meeting.
ADOPTED. The meeting adjourned at 8:59 a.m.

Respectfully submitted,
Michelle Lynch

NOT OFFICIAL UNTIL APPROVED BY THE COMMITTEE