



HEALTH SERVICES COMMITTEE
Wednesday, March 14, 2018 at 8:00 a.m.
Rock Haven Conference Room

AGENDA

1. Call to Order
2. Adoption of Agenda
3. Approval of Minutes – February 14, 2018
4. Introductions, Citizen Participation, Communications and Announcements
5. Information Item: Review of Payments
6. **Action Item:** Budget Transfers
7. Finance – Joanne Foss
8. New Business
 - a. Information Item: Update on State Survey Results
 - b. Information Item: Resident Council Minutes – January (minutes to be provided)
 - c. **Action Item:** Resolution Recognizing Susan Poole for Years of Service at Rock Haven
 - d. **Action Item:** Resolution Recognizing Barb Skogsberg for Years of Service at Rock Haven
 - e. **Action Item:** Resolution Recognizing Barbara Jass for Years of Service at Rock Haven
 - f. **Action Item:** Resolution Reallocating the Nursing Home Administrator
 - g. Information Item: Rock Haven Accepting Out of County Residents
9. Information Item: Reports
 - a. Census
 - b. Activities
 - 1) Staff Education for March
 - a. Quality Performance Improvement
 - b. Resident/Grievance/Concern Reporting
 - 2) Resident Council Meeting – March 20, 2018 at 10:15 am.

10. Next Meeting Date - The next regular meeting of the Health Services Committee is scheduled for Wednesday, April 11, 2018 at 8 A.M. in the Rock Haven Conference Room of the Village Commons.

11. Adjournment

SP/ML

*Note to Committee Members: To ensure a quorum is present, please call the Administrative Secretary at 757-5076 if you are unable to attend the meeting.

COMMITTEE REVIEW REPORT
FOR THE MONTH OF FEBRUARY 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
32-7260-7400-62180	PHYSICAL THERAPY	P1800204	02/08/2018	GENESIS REHABILITATION SERVICE	17,484.80
32-7260-7400-62185	OCCUP.THERAPY	P1800204	02/08/2018	GENESIS REHABILITATION SERVICE	17,889.40
32-7260-7400-62186	SPEECH THERAPY	P1800204	02/08/2018	GENESIS REHABILITATION SERVICE	2,772.36
RH CONTRACT SERVICES T-18 PROG TOTAL					38,146.56
<hr/>					
32-8000-9200-62463	FIRE ALARM	P1800933	02/08/2018	PROTECTION TECHNOLOGIES	10,675.00
SUPPORT SERVICE MAINTENANCE PROG TOTAL					10,675.00
<hr/>					
32-8000-9500-64415	PROVIDER TAX	P1800251	02/15/2018	WISCONSIN DEPARTMENT OF	21,760.00
SUPPORT SERVICE ADMINISTRATION PROG TOTAL					21,760.00

I have reviewed the preceding payments in the total **\$70,581.56**

Date: _____ Dept: _____

Committee: _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF FEBRUARY 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
18-1815-0000-62113	SNOW REMOVAL				
		P1800146	02/15/2018	E AND S SNOWPLOWING	1,177.00
18-1815-0000-62119	OTHER SERVICES				
		P1800075	02/22/2018	ADVANCED DISPOSAL SERVICES	272.07
		P1800083	02/08/2018	SAFEWAY PEST CONTROL	456.00
		P1800380	02/08/2018	ALSCO INC	81.40
18-1815-0000-62160	CLEANING CONTRAC				
		P1800081	02/15/2018	PETERSON CLEANING INC	9,350.00
18-1815-0000-62400	R & M SERV				
		P1800084	02/22/2018	SIMPLEX GRINNELL LP	223.00
		P1800158	02/08/2018	JF AHERN COMPANY	125.00
18-1815-0000-63500	R&M SUPPLIES				
		P1800076	02/22/2018	AIRGAS NORTH CENTRAL	118.21
		P1800087	02/15/2018	KWIK TRIP EXTENDED NETWORK	120.12
		P1800125	02/22/2018	BATTERIES PLUS LLC	232.00
		P1800130	02/22/2018	MENARDS	11.86
		P1800156	02/08/2018	JACK AND DICKS FEED AND GARDEN	87.84
		P1800777	02/22/2018	ASSURED LOCKSMITH TRAINING INC	458.14
		P1800871	02/08/2018	CLASS 1 AIR	796.93
		P1801041	02/22/2018	UNITED PARCEL SERVICE	47.01
HCC BUILDING COMPLEX PROG TOTAL					13,556.38

COMMITTEE REVIEW REPORT
FOR THE MONTH OF FEBRUARY 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
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I have reviewed the preceding payments in the total **\$13,556.38**

Date: _____ Dept _____

Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF FEBRUARY 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
18-1815-0000-62400	R & M SERV	P1800131	02/22/2018	MOTION INDUSTRIES INC	46.61
HCC BUILDING COMPLEX PROG TOTAL					46.61

I have reviewed the preceding payments in the total \$46.61

Date:

Dept

Committee

COMMITTEE REVIEW REPORT
FOR THE MONTH OF FEBRUARY 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
32-3250-0000-64904	SUNDRY EXPENSE				
		P1800214	02/08/2018	LIVING DESIGN INC	361.72
				ROCK HAVEN PROG TOTAL	361.72
32-7260-7400-62171	AMBULANCE				
		P1800211	02/08/2018	LAVIGNE BUS COMPANY INC	846.93
		P1800230	02/22/2018	PARATECH AMBULANCE SERVICE INC	540.86
32-7260-7400-62176	LABORATORY				
		P1800219	02/22/2018	MERCY HEALTH SYSTEM	1,501.40
32-7260-7400-62179	PHARMACY				
		P1800248	02/15/2018	THRIFTY WHITE PHARMACY	6,743.03
32-7260-7400-62189	OTHER MED SERV				
		P1800194	02/15/2018	ACCURATE IMAGING INC	451.68
		P1800201	02/08/2018	DEAN HEALTH SYSTEMS	60.05
				RH CONTRACT SERVICES T-18 PROG TOTAL	10,143.95
32-7500-7350-63109	OTHER SUPP/EXP				
		P1800207	02/15/2018	JP MORGAN CHASE BANK NA	212.15
		P1800237	02/15/2018	ROCK COUNTY HEALTH CARE	83.60
		P1800246	02/15/2018	SYVERSON, FERNE L	75.00
		P1800736	02/15/2018	PETTIT, CHARLES D	60.00
32-7500-7350-64300	REC THERAPY				
		P1800126	02/08/2018	CHARTER COMMUNICATIONS	1,981.30
				RH-PROGRAM SERVICE ADMIN. PROG TOTAL	2,411.95
32-8000-8100-63100	OFC SUPP & EXP				
		P1800125	02/08/2018	BATTERIES PLUS LLC	144.00
		P1800207	02/15/2018	JP MORGAN CHASE BANK NA	1,176.50
		P1800975	02/08/2018	BRIGGS CORPORATION	329.00
32-8000-8100-63104	PRNT & DUPLICATI				
		P1800207	02/15/2018	JP MORGAN CHASE BANK NA	1,477.46
		P1800267	02/08/2018	MID CITY OFFICE PRODUCTS	996.00
32-8000-8100-63109	OTHER SUPP/EXP				
		P1800206	02/08/2018	GORDON FOOD SERVICE	1,122.06
		P1800207	02/15/2018	JP MORGAN CHASE BANK NA	59.00
		P1800222	02/08/2018	MULLIGANS CELLULAR AND PAGING	96.00
		P1800237	02/08/2018	ROCK COUNTY HEALTH CARE	48.99
		P1800238	02/01/2018	ROCK COUNTY HEALTH CARE	417.52
32-8000-8100-64000	MEDICAL SUPPLIES				
		P1800206	02/08/2018	GORDON FOOD SERVICE	434.10
		P1800209	02/22/2018	KCI USA	2,039.49
		P1800215	02/08/2018	MCKESSON MEDICAL SURGICAL MN S	5,091.09
		P1800217	02/08/2018	MEDLINE INDUSTRIES INC	6,388.57
		P1800231	02/22/2018	PERFORMANCE HEALTH SUPPLY INC	66.17
		P1800235	02/08/2018	PROFESSIONAL MEDICAL INC	3,139.90
32-8000-8100-64003	OXYGEN SUPPLIES				
		P1800226	02/15/2018	NORTHWEST RESPIRATORY	622.48

COMMITTEE REVIEW REPORT
FOR THE MONTH OF FEBRUARY 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
32-8000-8100-64408	DISPOSABLES				
		P1800234	02/08/2018	PROFESSIONAL MEDICAL INC	7,372.01
				SUPPORT SERVICE MATERIALS PROG TOTAL	31,020.34
32-8000-8200-63108	OTHER SUPP/EXP				
		P1800215	02/08/2018	MCKESSON MEDICAL SURGICAL MN S	1,824.38
		P1800248	02/15/2018	THRIFTY WHITE PHARMACY	1,111.04
				SUPPORT SERVICE PHARMACY PROG TOTAL	2,935.42
32-8000-9100-63109	OTHER SUPP/EXP				
		P1800231	02/08/2018	PERFORMANCE HEALTH SUPPLY INC	30.71
		P1800245	02/08/2018	SYSCO FOODS OF BARABOO LLC	368.04
32-8000-9100-63111	PAPER PRODUCTS				
		P1800245	02/08/2018	SYSCO FOODS OF BARABOO LLC	91.31
32-8000-9100-64102	DAIRY				
		P1800200	02/08/2018	COUNTRY QUALITY DAIRY	3,214.19
		P1800245	02/08/2018	SYSCO FOODS OF BARABOO LLC	877.66
32-8000-9100-64105	GROCERIES				
		P1800206	02/08/2018	GORDON FOOD SERVICE	7,638.08
		P1800229	02/08/2018	PAN-O-GOLD BAKING CO	1,092.93
		P1800245	02/08/2018	SYSCO FOODS OF BARABOO LLC	5,798.71
		P1800249	02/08/2018	TROPIC JUICES INC	1,438.80
32-8000-9100-64107	MEAT				
		P1800206	02/08/2018	GORDON FOOD SERVICE	3,712.88
		P1800245	02/08/2018	SYSCO FOODS OF BARABOO LLC	2,172.44
32-8000-9100-64109	SUPPLEMENT				
		P1800235	02/08/2018	PROFESSIONAL MEDICAL INC	787.91
		P1800245	02/08/2018	SYSCO FOODS OF BARABOO LLC	606.56
				SUPPORT SERVICE FOOD SERVICE PROG TOTAL	27,830.22
32-8000-9200-62420	MACH & EQUIP RM				
		P1800124	02/22/2018	ASC1 INC	435.73
		P1800128	02/08/2018	LAND AND WHEELS	311.13
		P1800134	02/22/2018	SELECT SOUND SERVICE INC	356.15
		P1800145	02/22/2018	ENERGETICS INC	19.67
		P1800191	02/08/2018	DIRECT SUPPLY EQUIPMENT	355.58
		P1800215	02/22/2018	MCKESSON MEDICAL SURGICAL MN S	388.50
		P1801102	02/22/2018	PROTECTION TECHNOLOGIES	2,088.00
32-8000-9200-62450	GROUNDS IMPR R&M				
		P1800144	02/22/2018	DVORAK LANDSCAPE SUPPLY LLC	342.51
		P1800146	02/15/2018	E AND S SNOWPLOWS	768.00
32-8000-9200-62460	BLDG SERV R&M				
		P1800137	02/08/2018	TAS COMMUNICATIONS INC	39.50
32-8000-9200-62461	ELEVATOR				
		P1801010	02/22/2018	SCHINDLER ELEVATOR	3,674.70
32-8000-9200-62463	FIRE ALARM				
		P1800158	02/08/2018	JF AHERN COMPANY	375.00

COMMITTEE REVIEW REPORT
FOR THE MONTH OF FEBRUARY 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
32-8000-9200-62470	BLDG R & M	P1800930	02/08/2018	PER MAR SECURITY SERVICES	1,265.28
		P1801052	02/22/2018	PROTECTION TECHNOLOGIES	145.00
32-8000-9200-63109	OTHER SUPP/EXP	P1800127	02/22/2018	LA FORCE HARDWARE AND	114.00
		P1800140	02/08/2018	WERNER ELECTRIC SUPPLY	198.44
		P1800793	02/15/2018	TOTAL ENERGY SYSTEMS LLC	1,690.00
		P1800125	02/08/2018	BATTERIES PLUS LLC	541.90
		P1800130	02/08/2018	MENARDS	36.07
		P1800143	02/08/2018	RF TECHNOLOGIES INC	1,066.11
		P1800153	02/08/2018	HOH WATER TECHNOLOGY INC	505.00
		P1800156	02/08/2018	JACK AND DICKS FEED AND GARDEN	307.44
SUPPORT SERVICE MAINTENANCE PROG TOTAL					15,021.71
32-8000-9300-62110	PEST CONTROL				
		P1800239	02/08/2018	SAFEWAY PEST CONTROL	1,140.00
32-8000-9300-62163	LAUNDRY				
		P1800196	02/08/2018	ARAMARK UNIFORM SERVICES INC	7,184.05
32-8000-9300-62164	DISPOSAL SERV				
		P1800212	02/22/2018	LB MEDWASTE SERVICES	161.43
		P1800228	02/08/2018	OFFICE PRO INC	39.51
		P1801117	02/22/2018	WISCONSIN DEPARTMENT OF	55.00
32-8000-9300-63109	OTHER SUPP/EXP				
		P1800218	02/22/2018	MENARDS	177.30
32-8000-9300-63111	PAPER PRODUCTS				
		P1800215	02/22/2018	MCKESSON MEDICAL SURGICAL MN S	1,486.00
		P1800234	02/08/2018	PROFESSIONAL MEDICAL INC	2,246.25
		P1800242	02/08/2018	STAPLES BUSINESS ADVANTAGE	990.00
32-8000-9300-63404	JANITOR/CLEANING				
		P1800225	02/08/2018	NORTH AMERICAN CORPORATION	1,562.80
		P1800244	02/08/2018	SUPPLY WORKS	1,125.50
SUPPORT SERVICE ENVIRONMENTAL PROG TOTAL					16,167.84
32-8000-9500-62104	CONSULTING SERV				
		P1800253	02/01/2018	PATHWAY HEALTH SERVICES	23,210.77
32-8000-9500-62189	OTHER MED SERV				
		P1800254	02/01/2018	BRIGHTSTAR	10,487.81
32-8000-9500-62400	R & M SERV				
		P1800197	02/22/2018	BELOIT HEALTH SYSTEM INC	331.00
32-8000-9500-63200	PUBL/SUBCR/DUES				
		P1800207	02/15/2018	JP MORGAN CHASE BANK NA	332.46
32-8000-9500-64200	TRAINING EXP				
		P1800238	02/01/2018	ROCK COUNTY HEALTH CARE	73.75
		P1800379	02/08/2018	WOUND CARE EDUCATION INSTITUTE	2,827.00
SUPPORT SERVICE ADMINISTRATION PROG TOTAL					37,262.79
32-8000-9700-62174	INTERNIST				

COMMITTEE REVIEW REPORT
FOR THE MONTH OF FEBRUARY 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
		P1800223	02/15/2018	MURDY,DR DAVID C	1,950.00
		P1800236	02/16/2018	RAMSEY MD,H R	700.00
SUPPORT SERVICE MEDICAL STAFF PROG TOTAL					2,650.00
32-9000-9930-62210	TELEPHONE				
		P1800193	02/16/2018	ABILITY NETWORK INC	427.35
GENERAL SERVICE TELEPHONE PROG TOTAL					427.35
32-9000-9940-61915	CERT/LIC/OTHER				
			02/08/2018	ELLIOTT,LAURIE J	86.00
			02/22/2018	GREENFIELD,LAURIE	86.00
			02/22/2018	BRENEMAN,ANGELA	86.00
			02/22/2018	SCHUBRING,ROBIN	86.00
			02/22/2018	THOMAS,AIMEE	86.00
			02/22/2018	JANES,JANICE	86.00
			02/22/2018	BESAW,ANGELA M	86.00
			02/08/2018	MARTINEZ,FALICIA	86.00
			02/08/2018	WEIHOFEN,MICHELLE	86.00
			02/22/2018	SOUS,FIDA	86.00
			02/22/2018	ETTEN,TERI	86.00
			02/22/2018	JOHNSON,DALEENA	86.00
			02/22/2018	RUETH,KIMBERLY	86.00
			02/22/2018	THOMPSON,RENAE	86.00
			02/22/2018	SCHULIST,DOROTHY	86.00
GENERAL SERVICE EMP BENEFITS PROG TOTAL					1,290.00

I have reviewed the preceding payments in the total **\$147,523.29**

Date: _____ Dept _____
Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
18-1815-0000-62400	R & M SERV	P1702689	02/01/2018	CC AND N INC	3,635.00
				HCC BUILDING COMPLEX PROG TOTAL	<u>3,635.00</u>
18-1849-0000-67200	CAPITAL IMPROV	P1703164	02/01/2018	CDW GOVERNMENT INC	810.10
				HCC COMPLEX PROJECT PROG TOTAL	<u>810.10</u>

I have reviewed the preceding payments in the total \$4,445.10

Date: _____ Dept _____

Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
32-7260-7400-62171	AMBULANCE	P1700077	02/01/2018	PARATECH AMBULANCE SERVICE INC	1,600.26
				RH CONTRACT SERVICES T-18 PROG TOTAL	1,600.26
32-8000-9200-62420	MACH & EQUIP RM	P1703199	02/22/2018	ECOLAB INC	100.00
				SUPPORT SERVICE MAINTENANCE PROG TOTAL	100.00
32-8000-9500-62104	CONSULTING SERV	P1703047	02/01/2018	PATHWAY HEALTH SERVICES	3,501.81
32-8000-9500-62189	OTHER MED SERV	P1703077	02/01/2018	BRIGHTSTAR	3,419.69
				SUPPORT SERVICE ADMINISTRATION PROG TOTAL	6,921.50

I have reviewed the preceding payments in the total **\$8,621.76**

Date: _____ Dept _____

Committee _____

Rock County Transfer Request - Over \$5,000

TO: FINANCE DIRECTOR

Date 02/20/2018

Transfer No. 17-189

Requested By Rock Haven

Clayton Kalmon

Department

Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 32-8000-9300-62163 Description: Laundry Services Current Balance: \$17,478	\$13,968	Account #: 32-8000-8100-64000 Description: Medical Supplies	\$8,334
Account #: Description: Current Balance:		Account #: 32-9000-9920-62202 Description: Water	\$5,634
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

Funds were available in Laundry Services because we wash our own bed spreads, microfiber mops & curtain - Offering on-site washers, driers, & liquid soap was a factor in reducing laundry service expenses.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Expenses are over in Medical Supplies due to the review and upgrade of medical products to meet state requirements and also, the purchase of air mattresses & pumps that Hospice has stopped providing. Expenses are over in Water due to an increase in water rates and units.

FISCAL NOTE:

Sufficient funds are available for transfer.

S. Balog 2/23/18

ADMINISTRATIVE NOTE:

Clayton Kalmon 2/23/18

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

Governing Committee

Finance Committee

Rock County Transfer Request - Over \$5,000

TO: FINANCE DIRECTOR

Date 02/20/2018

Transfer No. 17-188

Requested By Rock Haven

Clayton Kalmon

Department

Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 32-8000-9700-62174 Description: Internist Current Balance: \$59,982	\$59,980	Account #: 32-7260-7400-62180 Description: Physical Therapy	\$52,734
Account #: 32-7260-7400-62179 Description: Pharmacy Current Balance: \$36,870	\$36,870	Account #: 32-7260-7400-62185 Description: Occupational Therapy	\$24,218
Account #: 32-8000-9300-62163 Description: Laundry Services Current Balance: \$26,082	\$8,604	Account #: 32-8000-9500-62104 Description: Consulting Services	\$17,827
Account #: Description: Current Balance:		Account #: 32-8000-9200-62470 Description: Building Repair & Maintenance	\$10,675

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

Funds were available in Internist due to a decrease in physician's staff - the Medical Director left at the end of 2017. Funds were available in Pharmacy because expenses in these accounts were less than what was projected and budgeted for 2017. Funds were available in Laundry because we wash our own bed spreads, microfiber mops & curtains - Offering onsite washers, driers, & liquid soap was a factor in reducing laundry service expenses.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Expenses in Physical & Occupational Therapy increased due to the increased number of residents receiving therapy services-the increased expense also increased our revenues in therapy for Medicare Part B. Expenses are over in Consulting Services because we contracted with Pathways in December 2017 for services to fill the Interim Administrator position. Expenses are over in Building Repair & Maintenance due to unexpected costs including plumbing repair parts and equipment repair parts for the dishwasher & washing machines. Also, there were unexpected costs due to the installation of RFI filters and line reactors for the code alert system.

FISCAL NOTE:

Sufficient funds are available for transfers.

S. Balog 2/22/18

ADMINISTRATIVE NOTE:

OK [Signature] 2/23/18

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

Governing Committee

Finance Committee

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS



Health Services Committee
INITIATED BY

Clayton Kalmon
DRAFTED BY

Health Services Committee
SUBMITTED BY

February 26, 2018
DATE DRAFTED

RECOGNIZING SUSAN POOLE FOR SERVICE TO ROCK HAVEN

- 1 **WHEREAS**, Susan Poole has served the citizens of Rock County over the past 19 years, 9 months as a
- 2 dedicated and valued employee of Rock County; and,
- 3
- 4 **WHEREAS**, Susan Poole began her career with Rock Haven as a Certified Nursing Assistant on June 16,
- 5 1998; and,
- 6
- 7 **WHEREAS**, Susan Poole has also worked in the Activity and Environmental Service Departments before
- 8 returning to a Certified Nursing Assistant; and
- 9
- 10 **WHEREAS**, Susan Poole has worked diligently in that position until her retirement on February 14, 2018;
- 11 and,
- 12
- 13 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes to
- 14 commend Susan Poole for her long and faithful service.
- 15
- 16 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this
- 17 _____ day of _____, 2018 does hereby recognize Susan Poole for her 19 years, 9 months of service
- 18 and extend their best wishes to her in her future endeavors.

Respectfully submitted,

HEALTH SERVICES COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Norvain Pleasant, Chair

J. Russell Podzilni, Chair

Brenton Driscoll, Vice Chair

Sandra Kraft, Vice Chair

Terry Fell

Betty Jo Bussie

Dave Homan

Eva Arnold

Kara Hawes

Mary Mawhinney

Alan Sweeney

Henry Brill

Louis Peer

Terry Thomas

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Health Services Committee
INITIATED BY



Clayton Kalmon
DRAFTED BY

Health Services Committee
SUBMITTED BY

February 20, 2018
DATE DRAFTED

RECOGNIZING BARB SKOGSBERG FOR SERVICE TO ROCK HAVEN

- 1 **WHEREAS**, Barb Skogsberg has served the citizens of Rock County over the past 20 years, 7 months as a
- 2 dedicated and valued employee of Rock County; and,
- 3
- 4 **WHEREAS**, Barb Skogsberg began her career with Rock Haven as a Licensed Practical Nurse on July 22, 1997;
- 5 and,
- 6
- 7 **WHEREAS**, Barb Skogsberg has worked diligently in that position until her retirement on February 20, 2018;
- 8 and,
- 9
- 10 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes to
- 11 commend Barb Skogsberg for her long and faithful service.
- 12
- 13 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this
- 14 ____ day of _____, 2018 does hereby recognize Barb Skogsberg for her 20 years, 7 months of service and
- 15 extend their best wishes to her in her future endeavors.

Respectfully submitted,

HEALTH SERVICES COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Norvain Pleasant, Chair

J. Russell Podzilni, Chair

Brenton Driscoll, Vice Chair

Sandra Kraft, Vice Chair

Terry Fell

Betty Jo Bussie

Dave Homan

Eva Arnold

Kara Hawes

Mary Mawhinney

Alan Sweeney

Henry Brill

Louis Peer

Terry Thomas

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Health Services Committee
INITIATED BY



Clayton Kalmon
DRAFTED BY

Health Services Committee
SUBMITTED BY

February 26, 2018
DATE DRAFTED

RECOGNIZING BARBARA JASS FOR SERVICE TO ROCK HAVEN

- 1 **WHEREAS**, Barbara Jass has served the citizens of Rock County over the past 30 years, 3 months as a dedicated
- 2 and valued employee of Rock County; and,
- 3
- 4 **WHEREAS**, Barbara Jass began her career with Rock Haven as a Licensed Practical Nurse on November 24,
- 5 1987; and,
- 6
- 7 **WHEREAS**, Barbara Jass has worked diligently in that position until her retirement on March 1, 2018; and,
- 8
- 9 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes to
- 10 commend Barbara Jass for her long and faithful service.
- 11
- 12 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this
- 13 ____ day of _____, 2018 does hereby recognize Barbara Jass for her 30 years, 3 months of service and
- 14 extend their best wishes to her in her future endeavors.

Respectfully submitted,

HEALTH SERVICES COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Norvain Pleasant, Chair

J. Russell Podzilni, Chair

Brenton Driscoll, Vice Chair

Sandra Kraft, Vice Chair

Terry Fell

Betty Jo Bussie

Dave Homan

Eva Arnold

Kara Hawes

Mary Mawhinney

Alan Sweeney

Henry Brill

Louis Peer

Terry Thomas

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

County Board Staff Committee
INITIATED BY



Annette Mikula, HR Director
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

March 5, 2018
DATE DRAFTED

REALLOCATING THE NURSING HOME ADMINISTRATOR

- 1 **WHEREAS**, Reallocation is defined in Rock County Ordinance 18.1038 as the reassignment of a
2 position from one pay range to another to correct an error in the original assignment, to reflect
3 changing labor market conditions, or to reflect significant changes over a period of time in the duties
4 and the responsibilities of the position; and,
5
6 **WHEREAS**, Rock County recently had a failed recruitment for the position of Nursing Home
7 Administrator with a limited applicant pool; and,
8
9 **WHEREAS**, the Human Resources Department had reviewed the current pay range allocated to the
10 Nursing Home Administrator, Unilateral Range 35, and found the range to be significantly below
11 County comparables and not at the level of the current labor market.
12
13 **NOW THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
14 assembled this _____ day of _____, 2018, increase the pay range for the Nursing Home
15 Administrator from Unilateral pay range 35 to Unilateral pay range 39.

Respectfully Submitted,

COUNTY BOARD STAFF COMMITTEE

HEALTH SERVICES COMMITTEE

J. Russell Podzilni, Chair

Norvain Pleasant, Chair

Sandra Kraft, Vice Chair

Brenton Driscoll, Vice Chair

Eva Arnold

Terry Fell

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Terry Thomas

FISCAL NOTE:

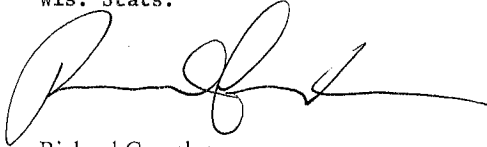
Any increases of the Nursing Home administrator's salary over 2018 budgeted amounts will be funded by staff vacancies.



Sherry Oja
Finance Director

LEGAL NOTE:

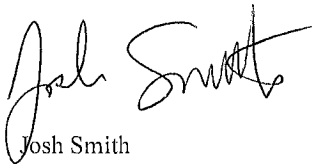
The County Board is authorized to take this action pursuant to §59.22(2), Wis. Stats.



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

Rock County recently completed a recruitment for the Nursing Home Administrator and was unsuccessful in finding a highly qualified, experienced candidate. The applicant pool was small even though we sent direct mail active recruitment notifications to all licensed nursing home administrators in Wisconsin, and advertised through numerous social media and recruitment sites.

With a similar timeline, Walworth County was also recruiting for a nursing home administrator, and the initial indications are that they may have had a more successful outcome than Rock County. In comparing the two recruitments we discovered that the salary range Walworth County advertised was \$108,012 to \$139,903, compared to the Rock County 2018 range of \$90,180.72 to \$109,640.88

Rock County also consulted with Pathway Health in regards to our Nursing Home Administrator recruitment and was advised the salary range appeared low given the highly competitive labor market.

Human Resources conducted a salary analysis with comparable counties and found that the Rock County maximum of \$109,640.88 was at an 89% comparability ratio when compared to the other Counties. The average maximum was found to be \$123,610.54.

As a result of the salary comparison it is recommended to reallocate the position of Nursing Home Administrator from the current placement in range 35 to range 39. The new range for the position would be \$102,437.28 to \$124,528.32. This change does create some salary compression concerns that can be reviewed during the 2019 budget process.¹