

HEALTH SERVICES COMMITTEE

July 13, 2022

CALL TO ORDER – Chair Brien calls the teleconference meeting of the Health Services Committee to order at 9:08 a.m.

COMMITTEE MEMBERS PRESENT: Brien, Beaver, Bomkamp, and Schulz

COMMITTEE MEMBERS ABSENT: Leavy

STAFF MEMBERS PRESENT: Natalie Rolling-Edlebeck, NHA; Bob Kennison, DON; Marilyn Burns, ADON; Dave Froeber, Maintenance; Kasey Strike, Administrative Secretary; Michelle Lynch, ES & Materials Manager; Tim Brown, FS Manager; Gail Sullivan, Social Worker; Chelsea Phillips, Infection Preventionist; Vera Polglaze, Interim Activities Director; Kim Ball, MDS RN; Tonya Colvin, Business Office Manager; Steve Barnett, Admissions Coordinator

OTHERS PRESENT: Josh Smith, County Administrator; Andy Mueske

APPROVAL OF AGENDA – Supervisor Schulz moves approval of agenda, second by Supervisor Bomkamp. APPROVED.

INTRODUCTIONS, CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS – None

APPROVAL OF MINUTES FOR JUNE 8, 2022 AMENDED – Kasey Strike, Administrative Secretary clarifies that “HR did an inquiry” was added under Rock Haven Staff Morale. Josh Smith, County Administrator says that the inquiry was operational and handled outside of the meeting. Supervisor Bomkamp moves approval of amended minutes for June 8, 2022, second by Supervisor Schulz. APPROVED

REVIEW OF PAYMENTS – Committee reviews payments.

EXPLANATION OF COSTS OVER \$5,000 – Natalie states that physician services was over \$5,000. Environmental Services pays for medical supplies and Food Service combines its bills so there are costs over \$5,000 for those departments as well.

BUDGET TRANSFERS – None

RESOLUTIONS AND COMMITTEE ACTION – Supervisor Beaver thinks it is time to get the Ad Hoc committee working again due to the budget meeting that was held and futuristic costs.

INFORMATION ITEMS –

ROCK HAVEN STAFF MORALE – Tim Brown, Food Service Manager says morale is continuously improving. Tim stresses the need for the Inventory Specialist because with the rate of inflation that position can keep a closer eye on costs and inventory.

Bob Kennison, DON says that he, Natalie and Michelle Lynch, Environmental Services Manager came in during the NOC shift on Monday night/Tuesday morning to serve the staff breakfast and spoke with staff to let them know they are there for them. He will be holding mandatory nurse and CNA meetings on the first Thursday and Friday of every month to discuss things that are affecting them to improve morale.

Supervisor Schulz asks if someone is looking at substituting food items due to the cost. Natalie says that any substitutions need to be approved by the Dietician and she will be budgeting for 11% inflation next year.

Marilyn Burns, ADON states that new hires are not treated so well by staff members that have been here a long time. Natalie says new hires currently have their training scheduled during their trainer's normal shifts. New hires will now be training on different units and during different shifts.

RESIDENT COUNCIL AND MINUTES – Vera states that due to COVID outbreak last month a non-traditional meeting was conducted. She interviewed 10 residents and got good feedback. Residents were very positive. The topic of changing the resident council meetings to an earlier time was brought up during the interviews and will be tried out next month.

STAFF REPORTS –

FINANCIAL RESULTS- TONYA COLVIN – It looks like Rock Haven is coming in under budget on the census and revenue reports but that is due to low census numbers and revenue is also low. Finance department is working on getting resident and vendor accounts cleared. Steve Barnett, Admissions Coordinator says that the referrals are there, Rock Haven just doesn't have enough staff.

MAINTENANCE – DAVE FROEBER - Working on landscaping for the last few weeks. There is a little bit of carpeting left to be done and that is scheduled for the end of August. Install was delayed due to the contractor's schedule. The Maintenance team are all new within the last year and are doing great. There were five incidents. Working on doing a mock drill on active shooters. Budgeted around \$262K in 2022 for a new nurse call system after getting the number from a vendor. The vendor was way off after bids. Will be using part of that budgeted amount for engineering on the current systems and getting out for bids. Replacement system is in the budget for 2023.

ADMINISTRATOR'S REPORT – NATALIE ROLLING-EDLEBECK – Natalie went over the report.

Discussion is had on the requirements for admission.

Tonya Colvin says the revenue report is two months behind based on when payments are received and when the finance department does the report.

Gail Sullivan, Social Worker speaks on the interviews she and Heidi Azarela are conducting with the residents and that the feedback has been positive. Natalie informs the committee that all residents need to be interviewed every month for three months since the survey. The Social Workers are interviewing 10 residents every week.

Heidi Azarela, Social Worker talks about the one grievance in June and the outcome. She talks about the follow ups to the resident customer service questionnaire.

COMMITTEE REQUESTS – Supervisor Schulz would like a deeper understanding of the facility assessment. Natalie will try to speak with the County Administrator to discuss other options to bring in residents.

NEXT MEETING DATE – The next regular meeting of the Health Service Committee is scheduled for August 10, 2022 at 9 a.m. via Zoom.

ADJOURNMENT – Supervisor Schulz moved to adjourn at 10:19 a.m., second by Supervisor Bomkamp. ADOPTED by acclamation.

Respectfully submitted,
Kasey Strike

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