

HEALTH SERVICES COMMITTEE

January 11, 2023

CALL TO ORDER – Chair Brien calls the teleconference meeting of the Health Services Committee to order at 9:00 a.m.

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

COMMITTEE MEMBERS ABSENT: Bomkamp

STAFF MEMBERS PRESENT: Natalie Rolling-Edlebeck, Administrator; Bob Kennison, DON; Marilyn Burns, ADON; Kasey Strike, Administrative Secretary; Gail Sullivan, Social Worker; Deb Potter, Food Service Supervisor/Registered Dietician; Chelsea Phillips, Infection Preventionist; Michelle Lynch, Environmental Services and Materials Manager; Kim Ball, MDS RN; Kim Rueth, MDS RN; Dave Froeber, Maintenance; Robin Schubring, RN Supervisor – Behavior; Justinia Schneider, Nurse Manager; Lucy Kettle, RN Supervisor – Education; Liz Bazan, CNA

OTHERS PRESENT: Josh Smith, County Administrator; Ron Woodman, County Board Supervisor; Mike Zoril, County Board Supervisor; Richard Bostwick, County Board Supervisor

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

INTRODUCTIONS, CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS – Michelle Lynch shares that she is working with purchasing to see if Rock Haven can get out of the contract with Nassco because their prices have doubled, and Rock Haven would be paying \$170,000 more this year for Attends products.

APPROVAL OF MINUTES

DECEMBER 14, 2022 - Supervisor Schulz moves approval of minutes for December 14, 2022, second by Supervisor Beaver. APPROVED

REVIEW OF PAYMENTS

COMMITTEE REVIEW REPORT – The December report is shared with the committee.

EXPLANATION FOR COSTS OVER \$5,000 – Michelle Lynch says that the invoice for Shamrock is for gloves that are used daily.

Dave Froeber says that the invoice for Janesville Plumbing was for replacing the sanitary pumps and piping at Rock Haven. He obtained three quotes to replace

that and the water heater. The water heater was budgeted for, but the pump was not.

BUDGET TRANSFERS – None

RESOLUTIONS AND COMMITTEE ACTION

AWARDING PHARMACY SERVICES CONTRACT TO PHARMERICA PHARMACY – Natalie Rolling-Edlebeck explains that modifications on the contract went back to legal and once legal has reviewed the contract, it will be brought back to this committee due to the cost. With PharMerica, Rock Haven will be getting new med carts and the meds will be stored in electronic machines that dispense meds more safely and efficiently. Sixty days' notice will need to be given to the current pharmacy once contract is signed. No action was taken on this resolution.

PHYSICIAN BILLING SERVICES FROM ROCK HAVEN TO MERCY HEALTHCARE – Natalie Rolling-Edlebeck says that Rock Haven's medical director, Dr. Suhail Shaikh, will now be billing for physician services through Mercy Healthcare. Previously Rock Haven was paying for all physician services and insurance would reimburse Rock Haven only a portion. This new billing will save Rock Haven money. Rock Haven will now only owe the physician for his time for the quarterly QAPI meetings and on-call times on the weekend. Supervisor Beaver tells Natalie good job on catching this and to keep up the good work. No action is needed. Josh Smith, County Administrator has signed this contract.

INFORMATION ITEMS –

ROCK HAVEN STAFF MORALE – Marilyn Burns shares that she believes staff are pleased with the pay grid from the wage study that Josh Smith sent out yesterday. Morale is good right now. Marilyn believes the pay grid presented would help morale and that it should be pushed through. She also believes morale would go down if the County Board were to deny the pay grid.

Bob Kennison says morale is up. Rock Haven is trying to get more staff, trying to open a unit, and trying to get things straightened up so to not have so much overtime.

Chelsea Phillips gives kudos to the CNAs and nurses from Christmas Eve and Christmas Day. Even with the weather, everyone made it in. Staff may have called in to say they will be a little late due to the weather, but they all made it in.

Michelle Lynch says that the morale in Environmental Services and Materials has been amazing. HR used to get lots of calls from staff in that department and they no longer do. It's all handled by Michelle now. Attendance and morale have increased in the year since she became department manager.

RESIDENT COUNCIL MINUTES AND AGENDA – Natalie says “Chat with Nat” was started as an opportunity for residents to discuss things outside of resident council. Natalie says residents mentioned that they thought the lighting was too dim, and shares with the committee that there could be medical reasons causing the lights to appear dim to some residents. Natalie also states that Rock Haven cannot shut the lights off in common areas. Residents were concerned about the delay in their clothing being returned from the laundry vendor. Activity Therapy Assistants are now assisting residents with doing their own laundry in the facility if they wish to do so and then tracking that as an activity.

Natalie shares that Rock Haven provided employees with a breakfast around Christmas. Santa Bob Kennison was dressed and onsite for all (3) employee holiday parties. Liz Bazan, CNA says that was a great idea and it made staff feel appreciated.

AD HOC COMMITTEE MEETING – JANUARY 11, 2023 AT 11:00 A.M. – Chair Brien announces the date, time and location of the Ad Hoc Committee meeting and says there is some concern that the meeting is in person and it would be nice to go to Zoom. Josh Smith says that it is up to the chair of the Ad Hoc Committee how the meeting is held.

FACILITY WIDE ASSESSMENT – Natalie shares that the Facility Wide Assessment was completed. The take aways were will the facility remain at 96 of 128 beds?

QAPI 2022 ROLL-UP – Will be discussed next month.

STAFF REPORT

FINANCE –

CENSUS AND REVENUE – Natalie reviews the census report for November and revenue reports for October and November with the committee.

MAINTENANCE – DAVE FROEBER – Dave Froeber shares that the water heater and sanitary pumps have been replaced. Continuing to work with IT on the phones. Receivers from some phones that are hanging on the walls fall off the cradles very easily and then hit the floor. There was a sewer back up last month due to weight being flushed. Maintenance has re-educated staff and talked to some residents to hopefully prevent this. Dave shared that there were 6 incidents last month and briefly summarized those incidents. Supervisor Schulz asks if Rock Haven bypasses getting bids if there is an emergency like with the sewer back up. Dave answers that he still gets as many quotes as possible to get a fair price.

ADMINISTRATOR’S REPORT – NATALIE ROLLING-EDLEBECK – Natalie shared the report with everyone. Supervisor Schulz asks which departments the resignations were from.

Natalie will add that information to future reports. **(updated: Information for resignation include(s): 1-resignation recall rights exhausted food service worker, 1- Environmental Services resigned received a better paying job in Madison, 1- Environmental Services retired, 1- nurse RN resigned will practice as a Nurse Practitioner.)**

Michelle Lynch says that Environmental Services had one staff member retire and one staff member resign.

COMMITTEE REQUESTS – Supervisor Schulz would like to see feedback from the Ad Hoc meeting.

NEXT MEETING DATE – The next meeting of the Health Service Committee is scheduled for February 8, 2023, at 9 a.m. via Zoom.

ADJOURNMENT – Supervisor Schulz moves to adjourn at 10:04 a.m., second by Supervisor Leavy. SO, ORDERED.

Respectfully submitted,
Kasey Strike

NOT OFFICIAL UNTIL APPROVED BY THE COMMITTEE