

HEALTH SERVICES COMMITTEE

February 8, 2023

CALL TO ORDER – Chair Brien calls the teleconference meeting of the Health Services Committee to order at 9:03 a.m.

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

STAFF MEMBERS PRESENT: Natalie Rolling-Edlebeck, Administrator; Bob Kennison, DON; Kasey Strike, Administrative Secretary; Gail Sullivan, Social Worker; Deb Potter, Food Service Supervisor/Registered Dietician; Chelsea Phillips, Infection Preventionist; Michelle Lynch, Environmental Services & Materials Manager; Kim Ball, MDS RN; Dave Froeber, Maintenance; Robin Schubring, RN Supervisor – Behavior; Lucy Kettle, RN Supervisor – Education; Tim Brown, Food Service Manager; Steve Barnett, Admissions Coordinator; Tonya Colvin, Business Services Manager; Cheryl Cikar, Accounting Specialist; Keylee Fisher, Unit Clerk Coordinator

OTHERS PRESENT: Josh Smith, County Administrator; Dave Slusser, County HR Director

APPROVAL OF AGENDA – Supervisor Bomkamp moves approval of agenda, second by Supervisor Schulz. APPROVED. Kasey Strike, Administrative Secretary requests that 8.C. (QAPI 2022 Roll-Up) be removed from the agenda. Supervisor Schulz motions for approval of agenda as changed, second by Supervisor Bomkamp. APPROVED.

INTRODUCTIONS, CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS – None

APPROVAL OF MINUTES

JANUARY 11, 2023 - Supervisor Bomkamp moves approval of minutes for January 11, 2023, second by Supervisor Schulz. APPROVED

REVIEW OF PAYMENTS

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

BUDGET TRANSFERS – None

RESOLUTIONS AND COMMITTEE ACTION

RECOGNIZING SHARILLYNN CLEMONS’S SERVICE TO ROCK HAVEN – Supervisor Schulz motions recognizing Sharillynn Clemons’s service to Rock Haven, second by Supervisor Beaver. APPROVED.

AWARDING PHARMACY SERVICES CONTRACT TO PHARMERICA PHARMACY – Supervisor Beaver motions awarding pharmacy services contract to PharMerica pharmacy, second by Chair Brien. APPROVED.

INFORMATION ITEMS –

ROCK HAVEN STAFF MORALE – Michelle Lynch, Environmental Services & Materials Manager reads a letter from an employee that says the morale is not good since the wage analysis and

that people have quit because of the wage analysis not being approved. The letter also says that staff are upset about not getting COVID pay.

Supervisor Schulz asks what discretion the committee has to deal with this statement. Natalie Rolling-Edlebeck explains that employees policy is to utilize paid benefit time first and following that county policy is what Rock Haven will continue to follow.

RESIDENT COUNCIL MINUTES AND AGENDA – Natalie reviews minutes from the 1/4/23 Resident Council meeting. Explains that Rock Haven cannot change the lighting in commons areas due to a Life Safety issue. Residents are asking for CNAs to slow down. As an intervention for this, Natalie is talking to Bob Kennison, DON about maybe having more volunteers and pet therapy. Hoyer Lifts and EZ Stand concerns are being addressed through continuous training. Batteries on the lift will run out faster if resident(s) has a higher capacity for weight. New Hoyer purchased to support more weight EVS supervisor Michelle Lynch working with vendor for on-site training.

Natalie reviews the agenda for the February 1, 2023 Resident Council meeting.

QAPI 2022 ROLL-UP – Removed from agenda

UPDATED INFORMATION ON USE OF STAFFING AGENCIES – Bob Kennison shares that Rock Haven has contracted with a different agency, ShiftKey. Trying to use agency staff as little as possible but it is still unavoidable at this point. There are still problems recruiting nurses and he doesn't see that changing any time soon.

Natalie goes over the cost of agency staff in January on page 12 of the Committee Review Report. Informs the committee that if a nursing candidate comes from an agency, Rock Haven has to buy out the contract.

Natalie tells the committee that the internist fee for Dr. Shaikh should go down because his billing will now go through Mercy. The only thing Rock Haven will be paying him for is QAPI and the on-call fee for weekends. If he is providing services for an SSM patient that is a concern the facility will continue to be billed. We are asking Dr. Shaikh to see his residents through Mercy only and all other residents will be seen through SSM. Reviewing medical model that will afford one doctor to see all patients (on the horizon).

PILOT PROGRAM FOR CERTAIN MANAGEMENT STAFF – Natalie explains that this would be for non-exempt employees in clinical (ADON, DON and nurse managers). This pilot program would pay those employees their hourly wage for hours working the floor outside of their normal duty day as opposed to flex time. This won't solve the staffing shortage but Natalie thinks 1 or 2 nurses will take on floor hours.

BUDGET OVERVIEW – Tonya Colvin, Business Services Manager says the end of year revenue for 2022 was \$8.8 million. Projected revenue was \$11 million and was based on a census of 123.

The highest census in December was 93. Rock Haven may have come closer to projected revenue had the budget been figured on a lower census.

Natalie shares that in 2022 the lowest census was 80 on May 8th and the highest census was 96 on October 6th. In 2021, during COVID, the lowest census was 87 on March 28th and the highest census was 105 on November 12th. Lowest census trend is going down by 7. Highest census trend is going down by 9.

SEMI-ANNUAL REPORT – ATTENDANCE AT CONVENTIONS/CONFERENCES – Natalie says Rock Haven has not exceeded costs of \$1,000 per event, per employee.

STAFF REPORT

FINANCE – TONYA COLVIN –

CENSUS AND REVENUE – The census and revenue reports for December are shared with the committee. Tonya explains that Rock Haven has been unable to fill the 32 beds in Limestone East. The numbers shown under Limestone East on the census report are from when residents were moved to that wing to isolate.

MAINTENANCE – DAVE FROEBER – Still working out the bugs on the nurse call system with IT. Will be replacing more carpet this year and should be starting that in a couple of months. This was in the budget. Will be resuming the quarterly safety meetings in March. There was one injury in January.

ADMINISTRATOR’S REPORT – NATALIE ROLLING-EDLEBECK – Natalie shared the report with everyone. Corrects the active number of COVID cases for residents on the report from 17 to 18 as of today.

Chair Tom Brien asks why 70 referrals were denied in January. Natalie answers that referrals go to multiple facilities. As a county facility, Rock Haven must look at what we currently have and how bringing in another resident will affect those we already have.

Supervisor Schulz asks if we can track where a referral is going if Rock Haven loses that referral. Steve Barnett, Admissions Coordinator says that when he calls back the case manager about the referral, some will tell him where the referral went. Some say that can’t disclose that information. Natalie says Rock Haven is by far the most requested facility.

Discussion was had on what information regarding referrals the new EHR will be able to track. The board has approved the EHR. RFB is due this Friday, then it will go through other Rock County departments. Competitors will be able to put bids in. Hoping to get training from the company that wins the bid by the last quarter in 2023.

Supervisor Shultz asks if the private sector has an advantage that we don’t have in being able to respond to referrals timelier. Discussion was had on this.

Supervisor Schulz asked if the pay range for the private sector has been looked at. Natalie responds that Rock Haven's rates would be competitive with Beloit if the wage analysis was approved.

Supervisor Leavy asks if resident falls effect the facility's rating when State comes in? Natalie tells the committee what State will look at about falls. Robin Schubring, RN Supervisor – Behavior says she has been tracking falls. She looks back 10 days from the fall and looks for antibiotics. She mentions other factors taken into consideration are terminal agitation, terminal restlessness, and psychotics.

COMMITTEE REQUESTS – Supervisor Schulz asks if Rock Haven is tracking what the source of COVID is.

Chelsea Phillips, Infection Preventionist says that Rock Haven always does contact tracing. Believes the source was staff. There are not a lot of families and visitors who call back and say they tested positive. She talks about what has been implemented to manage the outbreak.

Supervisor Schulz would also like to see the number of staffing losses and gains from February 2023 and back 12 months.

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

ADJOURNMENT – Supervisor Schulz moves to adjourn at 10:15 a.m., second by Supervisor Bomkamp. SO, ORDERED.

Respectfully submitted,
Kasey Strike

NOT OFFICIAL UNTIL APPROVED BY THE COMMITTEE