

HEALTH SERVICES COMMITTEE

April 12, 2023

CALL TO ORDER – Chair Brien calls the teleconference meeting of the Health Services Committee to order at 9:06 a.m.

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

COMMITTEE MEMBERS ABSENT: Supervisor Schultz

STAFF MEMBERS PRESENT: Natalie Rolling-Edlebeck, Administrator; Kasey Strike, Administrative Secretary; Gail Sullivan, Social Worker; Teena Monk-Gerber, Master Case Manager; Deb Potter, Food Service Supervisor/Registered Dietician; Chelsea Phillips, Infection Preventionist; Michelle Lynch, Environmental Services & Materials Manager; Kim Rueth, MDS RN; Amanda Beaver, Food Service Manager; Tonya Colvin, Business Services Manager; Cheryl Cikar, Accounting Specialist; Justinia Schneider, Nurse Manager; Vera Polglaze, Activities Director; Chris Dewey, Food Service Supervisor; Dave Froeber, Maintenance

OTHERS PRESENT: Dave Slusser, County HR Director; Mike Zoril, County Board Supervisor

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

INTRODUCTIONS, CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS – None

APPROVAL OF MINUTES

MARCH 8, 2023 - Supervisor Beaver moves approval of minutes for March 8, 2023, second by Supervisor Bomkamp. APPROVED

REVIEW OF PAYMENTS

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

EXPLANATION OF COSTS OVER \$5,000 – Natalie Rolling-Edlebeck, Administrator says the Thrifty White, Powerback Rehabilitation and Gordon Food Service bills were for the entire month.

Deb Potter, Food Service Supervisor/Registered Dietician shares that the Food Service Department transitioned from Tim Brown to her as Interim Food Service Manager in March. The Food Service Department has switched the menu around. Deb says she was astounded by the cost of food and that they have been doing a lot of purchasing from places like Aldi's and Sams.

Tonya Colvin, Business Service Manager says the provider tax on page 4 of the report is the licensing fee from the Department of Health, and Rock Haven is charged for each bed.

Natalie points out that the internist bill for Dr. Shaikh has lowered drastically because his costs are now being billed through Mercy.

Committee member asks what the minimum number of clinical staff needed for an 8-hour shift. Kim Rueth, MDS Nurse provides the bare minimum number of clinical staff (with no float staff) needed for each shift.

Natalie points out the Ability Network telephone bill on page 5 of the report and shares that each department will be responsible for their own phone bills going forward and they will then receive money back from IT.

BUDGET TRANSFERS – None

RESOLUTIONS AND COMMITTEE ACTION –

RECOGNIZING DEBORAH HARRIS FOR SERVICE TO ROCK HAVEN - Supervisor Beaver motions recognizing Deborah Harris's service to Rock Haven, second by Supervisor Bomkamp. APPROVED.

INFORMATION ITEMS –

ROCK HAVEN STAFF MORALE – Amanda Beaver, Food Service Manager says that morale is good and will get better as time goes on.

Chris Dewey, Food Service Supervisor says the morale is upbeat. Everybody enjoys coming to work and happy to be on the team. There is a team atmosphere, and the kitchen is a great environment overall.

Kasey Strike, Administrative Secretary says the morale in the office is good. Tonya agrees and says they have fun but get their work done. Everyone gets along well, and it is nice to get out and see the residents everyone now and then.

Chelsea Phillips, Infection Preventionist says she shared a shift on Easter and the day was really good. Food Service and Activities did a good job.

Natalie says there has been a shift for the Director of Nursing position.

RESIDENT COUNCIL MINUTES AND AGENDA – Vera Polglaze, Activities Director says that there has been an improvement from the Chat with Nat. No real concerns were brought up and the last meeting.

INTRODUCTION OF NEW MASTER CASE MANAGER, TEENA MONK-GERBER – Teena Monk-Gerber is introduced as Rock Haven's new Master Case Manager. Teena says she is happy to be here. She is getting to know the residents and the staff has been friendly and helpful.

INTRODUCTION OF NEW FOOD SERVICE MANAGER, AMANDA BEAVER – Amanda Beaver is introduced at the new Food Service Manager. Amanda says she is overjoyed to be here. She has gotten to talk to staff and the department heads and is working through standards.

STAFF REPORT

FINANCE – TONYA COLVIN –

CENSUS AND REVENUE – The census and revenue reports for February are shared with the committee.

MAINTENANCE – Dave Froeber, Maintenance shares that possibly next week the Maintenance Department will begin Spring cleanup outside to add new mulch and rock. Moving forward with replacing carpet with holes and stains that can't be cleaned, and the nurse call system. The Maintenance Department lost one Maintenance Worker to another department. Safety Committee will be meeting on April 20th. Three incidents in March.

ADMINISTRATOR'S REPORT – NATALIE ROLLING-EDLEBECK – Natalie shares the report. Rock Haven will hold on Mercy referrals until Rock Haven gets what we need from them.

COMMITTEE REQUESTS – None

NEXT MEETING DATE – The next meeting of the Health Service Committee is scheduled for May 10, 2023, at 9 a.m. via Zoom.

ADJOURNMENT – Supervisor Beaver moves to adjourn at 9:56 a.m., second by Supervisor Bomkamp. SO, ORDERED.

Respectfully submitted,
Kasey Strike

NOT OFFICIAL UNTIL APPROVED BY THE COMMITTEE