



## COUNTY BOARD STAFF/FINANCE COMMITTEES

Minutes - June 15, 2023

**Call to Order:** Chair Bostwick called the joint meeting of the County Board Staff and Finance Committees to order at 6:05 P.M.

**Committee Members Present:** Supervisors Bostwick, Mawhinney, Leavy, Brien (6:19 P.M.), Wilson, Towns, Peer, Podzilni, Beaver, Clasen, and Farrell.

**Committee Members Absent:** Supervisor Sweeney.

**Staff Members Present:** Katrina Harwood, Health Officer; Natalie Rolling-Edlebeck, Nursing Home Administrator; Josh Smith, County Administrator; Randy Terronez, Assistant to the Administrator; Tonya Colvin, Business Manager.

**Others Present:** Supervisors Winter, Sutterlin, and Pennycook; Chuck Flynn; Nicole McBride.

**Approve Agenda:** Supervisor Peer moved approval of the agenda as presented, second by Supervisor Wilson. ADOPTED.

**Citizen Participation, Communications and Announcements:** None.

**Approval of Minutes:**

**June 1, 2023 Minutes:** Supervisor Peer moved approval of the June 1, 2023 minutes, second by Supervisor Wilson. ADOPTED.

**Review and Discussion of Preliminary 2024 Budget Projections and Program Information:**

**Rock Haven:** Natalie presented 2024 budget trends and projections. She answered questions regarding the number of beds, Medicare versus Medicaid, and staffing make-up. Supervisors Towns and Bostwick expressed interest in exploring adding assisted living to Rock Haven.

**Public Health Department:** Kathrina Harwood presented 2024 budget projections. Katrina answered questions regarding grants, accreditation, opioid settlement impacts, and air quality.

**Next Meetings: Thursday, June 29, 2023 at 6 PM, Human Services Department; Thursday, July 20, 2023 at 6 PM, Public Works & Airport; Thursday, July 27, 2023 at 9 AM, Sheriff's Office**  
**Sheriff's Department:** Thursday, June 29, 2023 at 6pm, at the Dr. Daniel Hale Williams Rock County Resource Center

**Adjournment:** Supervisor Mawhinney moved to adjourn at 7:46 P.M., second by Supervisor Brien.  
ADOPTED.

Respectfully submitted,

Haley Thompson  
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.

# ROCK HAVEN SKILLED NURSING HOME

Natalie Rolling-Edlebeck LNFA

Aimee Thomas IDON



# 2023 Patient Revenue for Rock Haven April 2023

| Total Rock Haven   | Budgeted       | Actual         | Variance     | Percentage  | Budgeted       | Projected       | Variance     | Percentage  |
|--------------------|----------------|----------------|--------------|-------------|----------------|-----------------|--------------|-------------|
| Revenue            | Revenue        | Revenue        | Over/-Under  | Over/-Under | Revenue        | Revenue         | Over/-Under  | Over/-Under |
|                    | YTD            | YTD            |              |             | Annual         | Annual          |              |             |
| Medicare           | \$465,916.00   | \$447,255.00   | (18,661.00)  | -4%         | \$1,397,745.00 | \$1,341,765.00  | (55,980.00)  | -4%         |
| Hospice            | \$227,840.00   | \$222,691.00   | (5,149.00)   | -2%         | \$683,516.00   | \$668,073.00    | (15,443.00)  | -2%         |
| Medical Assistance | \$1,291,088.00 | \$2,113,056.00 | 821,968.00   | 39%         | \$3,873,260.00 | \$6,339,168.00  | 2,465,908.00 | 39%         |
| Private Pay        | \$667,084.00   | \$1,207,163.00 | 540,079.00   | 45%         | \$2,001,252.00 | \$3,621,489.00  | 1,620,237.00 | 45%         |
| Total              | \$2,651,928.00 | \$3,990,165.00 | 1,338,237.00 | 34%         | \$7,955,773.00 | \$11,970,495.00 | 4,014,722.00 | 34%         |

# 2023 Monthly Census

| Rock Haven 2023 Monthly Census |        |     |
|--------------------------------|--------|-----|
| Month                          | Census |     |
| Jan                            | 92/128 | 72% |
| Feb                            | 89/128 | 70% |
| March                          | 91/128 | 71% |
| April                          | 92/128 | 72% |
|                                |        |     |
|                                |        |     |

# 2023 Monthly Census

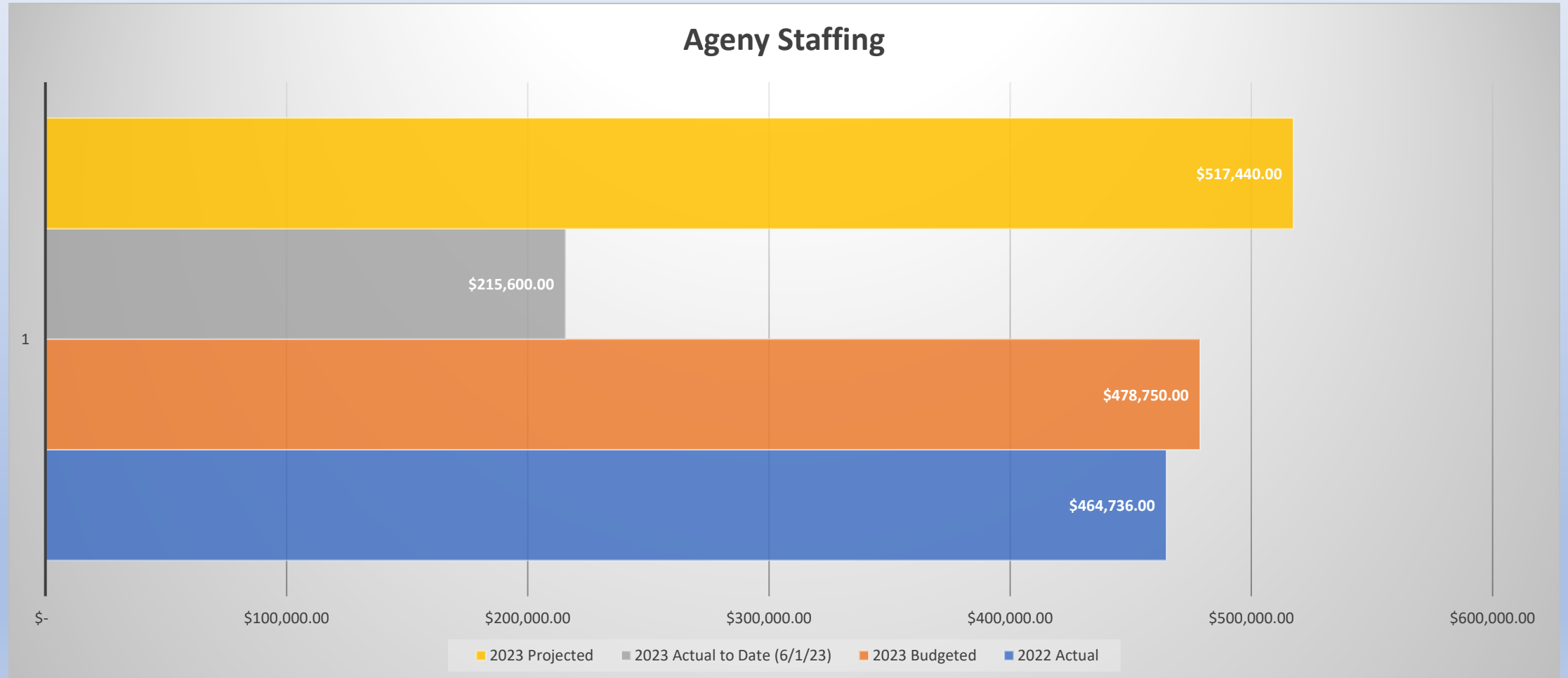
| Rock Haven 2023 Monthly Census Actual |        |     |
|---------------------------------------|--------|-----|
| Month                                 | Census |     |
| Jan                                   | 92/96  | 96% |
| Feb                                   | 89/96  | 93% |
| March                                 | 91/96  | 95% |
| April                                 | 92/96  | 96% |
|                                       |        |     |
|                                       |        |     |

The table below shows the increase in Medicaid and Medicare rates, as well as the impact on the 2023 budget using the same assumptions regarding census and payor mix.

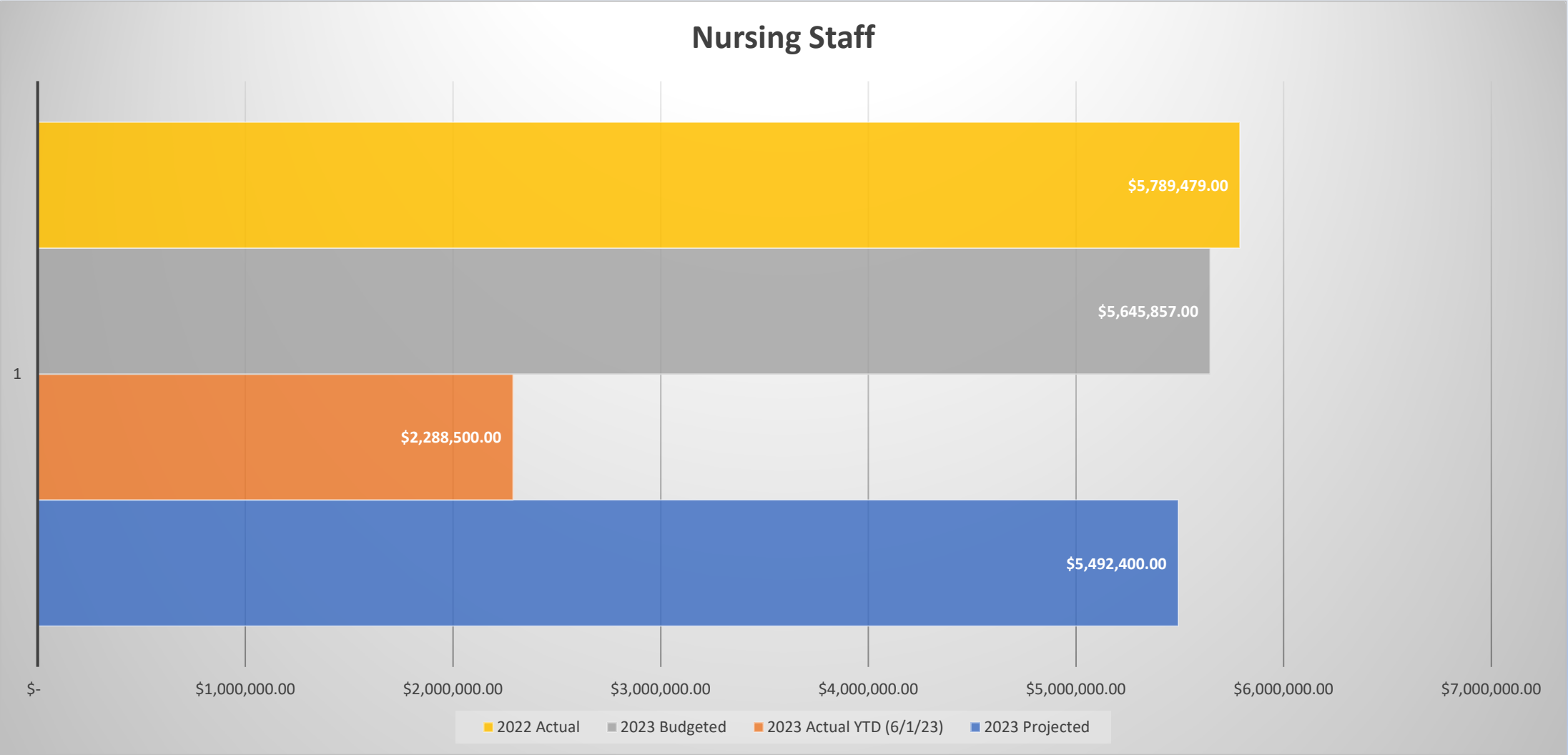
|                | Medicaid |                   | Medicare |                   |
|----------------|----------|-------------------|----------|-------------------|
| 2023 Budget    | Rate     | Estimated Revenue | Rate     | Estimated Revenue |
| As Adopted     | \$193.09 | \$5,638,228       | \$478.68 | \$1,397,745       |
| With New Rates | \$338.63 | \$9,887,996       | \$578.86 | \$1,690,271       |
| Increase       | \$145.54 | \$4,249,768       | \$100.18 | \$292,526         |

The combined estimated revenue increase in the 2023 Rock Haven budget due to these rate increases totals **\$4,542,294**.

# Agency Staffing

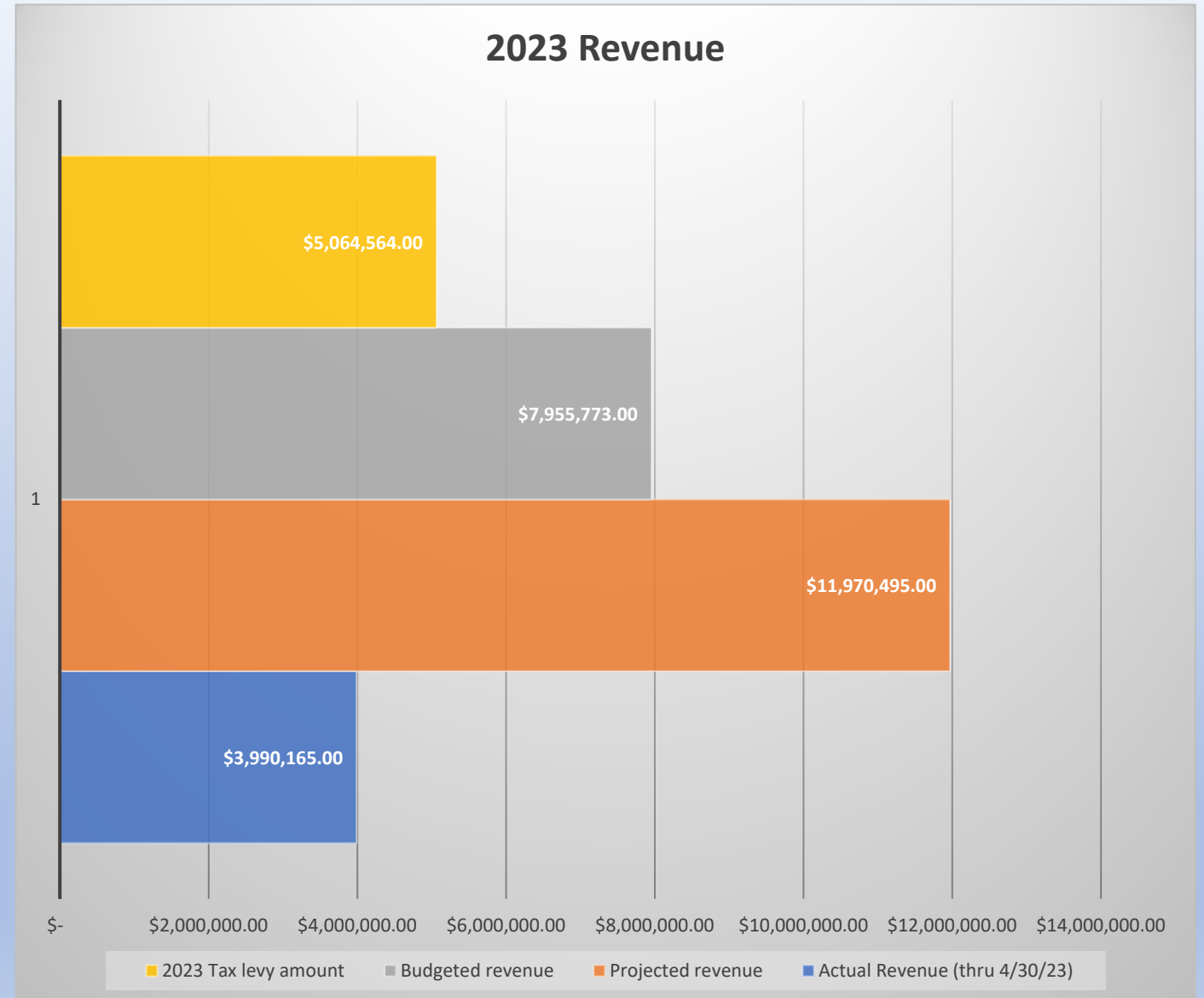


# NURSING STAFF (RN,LPN,NA)



# 2023 Year End Projections

Projected Revenue  
**\$11,970,495** plus Tax  
Levy **\$5,064,564**  
minus Expenses  
**\$15,910,619** =  
**\$1,124,440.00**



# ASSUMPTIONS

- 2024 Medicare and Medicaid rates will likely remain the same as 2023 no additional increases.
- The facility will continue to budget for 96 residents –vs-128 residents.
- Vaccine requirement rescinded 4 August 2023 potentially more applicants to apply.
- Rock Haven intent is to eliminate all agency staffing in 2024
- Consulting Services hired to determine next steps on 32 remaining beds and future strategic planning.

# Guidance

# 2024 Pre-Budget Presentation

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Katrina Harwood, Health Officer  
Rock County Public Health Department



# Presentation Overview

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- Department Overview
- Programs and Services
- 2024 Preliminary Requested Budget Overview
  - Revenue
  - Expenses
  - Grant Reimbursements
  - Budget Summary

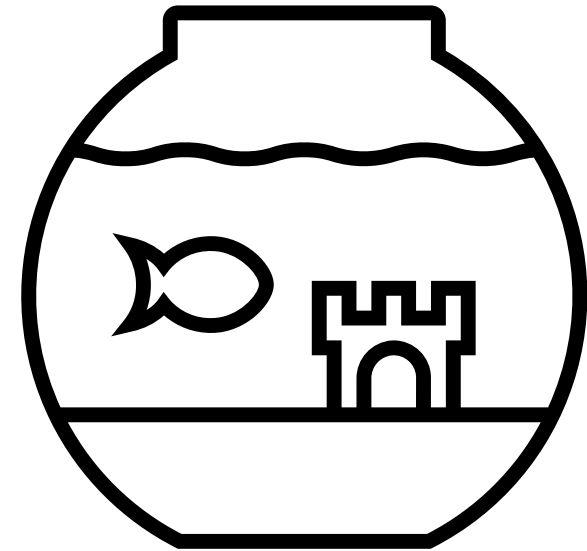


Public Health

# Department Overview

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- **We are...**
  - A team of 43 people
  - Working across 40+ programs and services
  - To prevent disease transmission, prevent premature death, and remove barriers to health
  - And ultimately improve health outcomes



Public Health

# Department Overview

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- **Our work is guided by...**

- National Public Health Accreditation Standards & Measures
- Foundational Public Health Services
- State Statutes
- Chapter DHS 140
- Community Health Assessment (CHA)
- Community Health Improvement Plan (CHIP)
- Rock County Public Health Ordinance
- Performance Management System



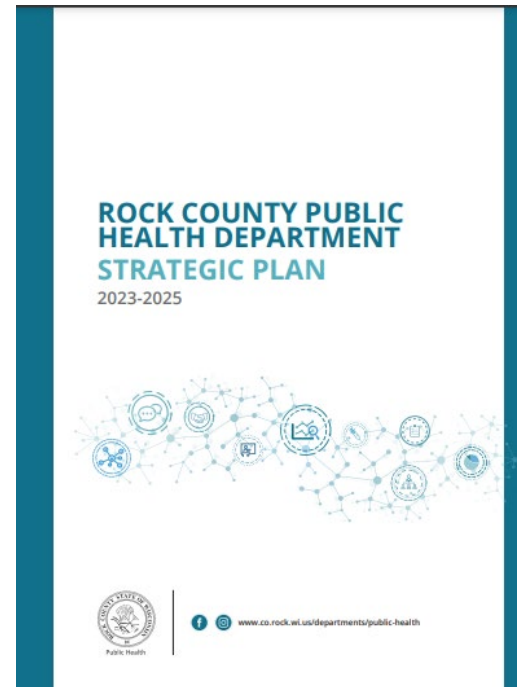
Public Health

# Department Overview

- **Focus Areas**
  - Environmental Health
  - Chronic Disease & Injury Prevention
  - Maternal, Child & Family Health
  - Communicable Disease
- **Foundational Capabilities**
  - Assessment & Surveillance
  - Communications
  - Policy Development & Support



Public Health



# Environmental Health – Licensed Facilities

|                                         | Requirements  |             |                  | Contractual Obligations |            |            | Supported by Fees |
|-----------------------------------------|---------------|-------------|------------------|-------------------------|------------|------------|-------------------|
|                                         | State Statute | Admin. Code | County Ordinance | Non-grant               | Grant 2023 | Grant 2024 |                   |
| Tattoo and Body Piercing                |               | X           | X                | X                       |            |            | X                 |
| Retail Food Program                     |               | X           | X                | X                       |            |            | X                 |
| Restaurant Inspection Program           |               | X           | X                | X                       |            |            | X                 |
| Mobile Home parks                       |               | X           | X                | X                       |            |            | X                 |
| Recreation and Educational Camps        |               | X           | X                | X                       |            |            | X                 |
| Campgrounds                             |               | X           | X                | X                       |            |            | X                 |
| Lodging Facilities                      |               | X           | X                | X                       |            |            | X                 |
| Licensed Beach Inspections and Sampling |               |             | X                | X                       |            |            | X                 |
| Swimming Pool Inspections               |               | X           | X                | X                       |            |            | X                 |

# Environmental Health – Other

|                                                       | Requirements  |             |                  | Contractual Obligations |            |            | Supported by Fees |
|-------------------------------------------------------|---------------|-------------|------------------|-------------------------|------------|------------|-------------------|
|                                                       | State Statute | Admin. Code | County Ordinance | Non-grant               | Grant 2023 | Grant 2024 |                   |
| Rabies Program                                        | X             |             |                  |                         |            |            |                   |
| Radon - Indoor Air Quality                            |               | X           |                  |                         | TBD        | TBD        | X                 |
| Drinking Water Laboratory                             |               | X           |                  |                         |            |            | X                 |
| Town Well Sampling Program                            |               |             |                  |                         |            |            | X                 |
| DNR Transient Non-Community Well Program              |               | X           |                  | X                       |            |            | X                 |
| Private Well Abandonment                              | X             | X           | X                |                         |            |            |                   |
| Unwanted Drug Collection                              |               |             |                  |                         | X          | X          |                   |
| Childhood Lead Prevention (home assessment)           | X             |             |                  |                         | X          | X          |                   |
| EPCRA Emergency Response Plans                        |               |             |                  | X                       |            |            |                   |
| Private On-Site Wastewater Inspection and Maintenance | X             | X           | X                |                         |            |            | X                 |
| Nuisance Complaint Program                            | X             | X           | X                |                         |            |            |                   |
| Mosquito/Tick Monitoring                              |               | X           |                  |                         |            |            |                   |

# Communicable Disease

|                                       | Requirements  |             |                  | Contractual Obligations |            |            | Supported by Fees |
|---------------------------------------|---------------|-------------|------------------|-------------------------|------------|------------|-------------------|
|                                       | State Statute | Admin. Code | County Ordinance | Non-grant               | Grant 2023 | Grant 2024 |                   |
| Travel Vaccine Program                |               |             |                  |                         |            |            | X                 |
| Vaccine for Children/Adults Programs  | X             | X           |                  |                         | X          | X          |                   |
| COVID Immunization Program            |               |             |                  |                         | X          | X          |                   |
| Reportable Condition Investigation    | X             | X           |                  |                         | X          | X          |                   |
| HIV Partner Service Program           |               |             |                  |                         | X          | X          |                   |
| Perinatal Hepatitis B Case Management |               |             |                  |                         | X          | X          |                   |
| TB Case Management                    | X             | X           |                  |                         | X          | X          |                   |
| Public Health Emergency Preparedness  |               | X           |                  |                         | X          | X          |                   |

# Chronic Disease & Injury Prevention

|                                                                               | Requirements  |             |                  | Contractual Obligations |            |            | Supported by Fees |
|-------------------------------------------------------------------------------|---------------|-------------|------------------|-------------------------|------------|------------|-------------------|
|                                                                               | State Statute | Admin. Code | County Ordinance | Non-grant               | Grant 2023 | Grant 2024 |                   |
| Community Health Assessment (CHA)                                             |               | X           |                  |                         |            |            |                   |
| Community Health Improvement Plan (CHIP)                                      |               | X           |                  |                         | X          | X          |                   |
| Falls Prevention                                                              |               |             |                  | X                       |            |            |                   |
| Diabetes Prevention                                                           |               | X           |                  |                         | X          | X          |                   |
| Non-Communicable Disease Investigation                                        | X             | X           |                  |                         |            |            |                   |
| Overdose Fatality Review                                                      |               | X           |                  |                         | X          | X          |                   |
| Overdose Prevention (Narcan Direct, Hope Kits, Public Health Vending Machine) |               | X           |                  |                         | X          | X          |                   |

# Maternal, Child & Family Health

|                                                  | Requirements  |             |                  | Contractual Obligations |            |            | Supported by Fees |
|--------------------------------------------------|---------------|-------------|------------------|-------------------------|------------|------------|-------------------|
|                                                  | State Statute | Admin. Code | County Ordinance | Non-grant               | Grant 2023 | Grant 2024 |                   |
| Childhood Vaccination Coordination               |               | X           |                  |                         | X          | X          |                   |
| Child Death Review/Fetal Infant Mortality Review |               | X           |                  |                         |            | X          |                   |
| Better Birth Outcomes                            |               | X           |                  | TBD                     | X          |            |                   |
| School Wellness/School Health Collaborative      |               |             |                  |                         | X          | X          |                   |
| Breastfeeding Promotion                          |               | X           |                  |                         | X          | X          |                   |
| Childhood Lead Prevention (child screening)      | X             |             |                  |                         | X          | X          |                   |
| Social Isolation                                 |               |             |                  |                         | X          | X          |                   |
| Food Access                                      |               | X           |                  |                         |            | TBD        |                   |
| Asthma Safe Homes                                |               |             |                  |                         | TBD        | TBD        |                   |

# 2024 Requested Budget

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PRELIMINARY

# Revenue

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**Overall, we expect revenue to be \$4,325 higher in 2024.**

- General Immunization Fees ↑ \$2,000
- Public Facility Permit Fees ↑ \$11,825
- Laboratory ↓ \$4,000
- Septic System Permits ↓ \$15,000
- Septic Maintenance Fees ↓ \$3,000
- Contracted Services ↑ \$12,000



# Expenses

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**Overall, we expect personnel expenses to be \$209,329 higher in 2024.**

- Estimating a 4.3% increase, applied to wages and benefits
- Includes Business Manager position reclassification from 2023
- No new positions or other personnel changes are requested

**Overall, we expect operating expenses to be \$62,623 lower in 2024.**

- Estimating a 3.5% increase, unless other amounts are known
- Without cost-saving measures, would be a \$23,437 increase



# Expenses

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## **Areas where expenses are anticipated to be reduced**

- Computer Services Fees ↓ \$65,550\*
- Software Maintenance ↓ \$4,000
- Facilities ↓ \$23,000

## **Potential increases in expenses (above 3.5%)**

- Radon Program ↑ \$10,000



# Grant Reimbursements

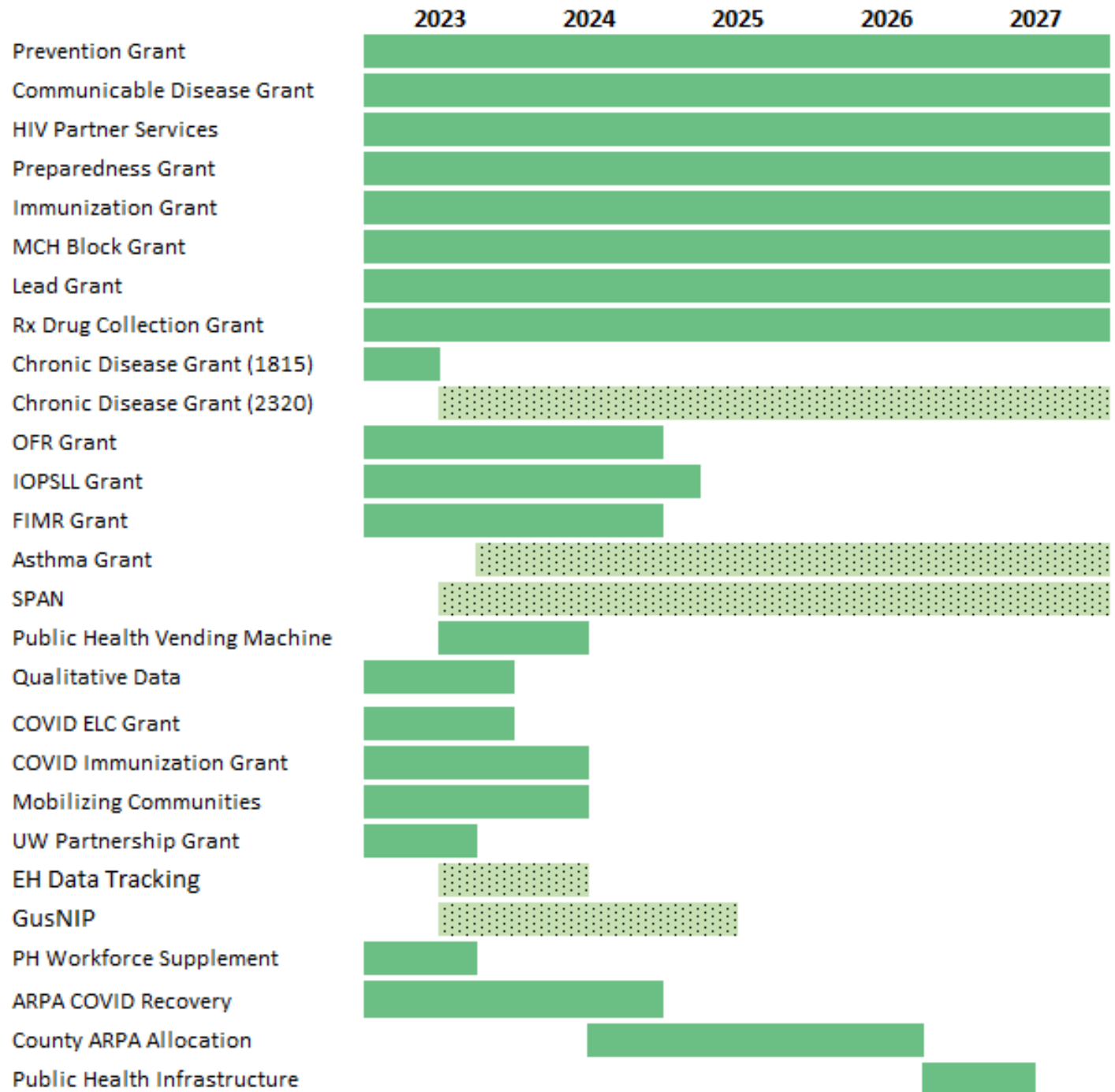
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**Overall, we expect grant reimbursements to be \$87,091 lower in 2024**

- Phasing out of some funding sources specific to COVID-19 response that has been off-setting staff time historically charged to tax levy
- 22 current grants; 5 grants pending for 2024+
- Opportunities – Allow us to address identified public health needs
- Challenges – Often categorical & can be administratively demanding



# Grants Overview



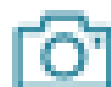
# 2024 Budget – Preliminary Summary

|                    | 2023 Budget    | Cost-to-Continue | Levy Reduction | Difference  |
|--------------------|----------------|------------------|----------------|-------------|
| Revenue            | \$ 692,175     | \$ 696,500       | \$ 696,500     | \$ 4,325    |
| Personnel Expenses | \$ 4,255,978   | \$ 4,465,307     | \$ 4,465,307   | \$ 209,329  |
| Operating Expenses | \$ 669,633     | \$ 695,139       | \$ 607,010     | \$ (62,623) |
| Cost Allocations   | \$ (1,174,504) | \$ (1,087,413)   | \$ (1,087,413) | \$ (87,091) |
| Tax Levy           | \$ 3,058,932   | \$ 3,376,534     | \$ 3,288,404   | \$ 229,472  |



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