



HEALTH SERVICES COMMITTEE

November 8, 2023

CALL TO ORDER – Chair Brien calls the teleconference meeting of the Health Services Committee to order at 9:04 a.m.

COMMITTEE MEMBERS PRESENT: Supervisor(s): Brien, Beaver, Bomkamp, and Schulz

COMMITTEE MEMBERS ABSENT: Supervisor Leavy

STAFF MEMBERS PRESENT: Natalie Rolling-Edlebeck, Nursing Home Administrator; Aimee Thomas, Interim DON; Vera Polglaze, Activities Director; Justinia Schneider, Nurse Manager; Dave Froeber, Facilities Superintendent; Steve Barnett, Admissions Coordinator; Joanne Foss, Business Services Manager; Amanda Beaver, Food Service Manager; Kim Rueth, MDS Nurse; Michelle Lynch, Environmental Services and Materials Manager; Chelsea Phillips, Infection Preventionist; Virginia Johnson, Administrative Secretary

OTHERS PRESENT

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

INTRODUCTIONS, CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS – None

APPROVAL OF MINUTES

October 11, 2023 – Supervisor Beaver moves to approve minutes for October 11, 2023, second by Supervisor Bomkamp. APPROVED.

REVIEW OF PAYMENTS

COMMITTEE REVIEW REPORT – Shares report.

BUDGET TRANSFERS – None

RESOLUTIONS AND COMMITTEE ACTION

RECOGNIZING SHEILA GRADY FOR SERVICE TO ROCK HAVEN – Supervisor Schulz moves to recognize Sheila Grady, second by Supervisor Bomkamp. APPROVED.

INFORMATION ITEMS –

ROCK HAVEN STAFF MORALE – No comments.

RESIDENT COUNCIL MINUTES AND AGENDA – Vera Polglaze, Activities Director shares that they continue to hold Resident Council and Let's Chat with Nat monthly. She states it has been positive with the ombudsman present. The ombudsman has been very complimentary.

She states that there are a lot of fall activities for the residents. She commends HR for their collaboration in collecting donations for Rock Haven at the employee health fair. Vera shares that on November 28th, the Waunakee Big Bang will return to play for the residents. She states that she

is also getting carolers lined up for the holiday season. Vera states that she is also collaborating with the Gift's Men Shelter. They will be coming on November 14th to provide a store for the residents to shop for their loved ones.

Supervisor Schulz asks if the residents have any input on the Rock Haven newsletter. Vera confirms that that is something that is covered in Resident Council, and the residents enjoy having their pictures taken. She continues that her department tries to take as many pictures of the residents as they can. She states that we abide by the resident's wishes on their photo release forms.

STAFF REPORT

FINANCE – JOANNE FOSS

CENSUS AND REVENUE – Joanne Foss, Interim Business Office Manager shares her reports. She states that we averaged 94 residents per day in August. She continues we were under revenue for Medicare and hospice, but over revenue for medical assistance and private pay. She further states that overall, Rock Haven is about 4% over the revenues we have received, versus what has been budgeted.

She states that September just recently closed, and she will have those numbers available at the next committee meeting.

MAINTENANCE – DAVE FROEBER – None.

ADMINISTRATOR'S REPORT – NATALIE ROLLING-EDLEBECK – Natalie Rolling-Edlebeck, Nursing Home Administrator shares her report. She commends Vera and her team for the Let's Chat with Nat meetings. She states that we are working on team building; the management team is reading *The Energy Bus*, and a calendar was created to list the festivities for our employees for the remainder of the year. She thanks the Food Service department for providing popcorn for the employees each Wednesday.

Natalie states that various in-services were conducted, including a True Colors Personality test lead by our Master Case Manager, Teena Monk-Gerber. Employees have also participated in a survey that will be review by the Ad Hoc committee.

Natalie shares that there will be a Thanksgiving celebration on November 23rd. She states that Food Service has sent out a flyer to open the celebration to the resident's family members. All employees that work will eat for free, and meal tickets are available for purchase for resident's families. Amanda Beaver, Food Service Manager confirms that meal tickets are available for purchase for \$15 each. She states this is the first year to try this out and she is encouraging families to get involved.

Natalie shares the census. She states that we were affected by the county wide cyber event and there were 51 referrals we were unable to accept due to the event.

Dave Froeber, Facilities Superintendent joins the zoom call at 9:26 am.

Natalie reviews open positions. She commends the Aimee Thomas, IDON and the clinical team for their work on the preceptorship with Blackhawk Tech. She explains that with some nursing supervisors retiring contracted nursing supervisors have been hired to help fulfill staffing shortages in nurse supervisory roles.

Natalie states that Maintenance is working on retraining the facility on fire drills and emergencies. She continues that Maintenance is working on the facility's annual tabletop exercise. Supervisor Brien asks for clarification on what a tabletop exercise entails. Natalie explains that it is an annual discussion to review our emergency disaster book and update our plans of action in the event of an emergency.

Supervisor Beaver commends Rock Haven on their work for their residents. She states it is nice that Natalie and her team are doing these events for their staff and hopes they understand how appreciated they are for the work that they do.

COMMITTEE REQUESTS – No requests.

NEXT MEETING DATE – The next meeting of the Health Service Committee is scheduled for December 13, 2023, at 9 a.m. via Zoom.

ADJOURNMENT – Supervisor Beaver moves to adjourn at 9:35 a.m., second by Supervisor Bomkamp. SO ORDERED.

Respectfully submitted,
Virginia Johnson

NOT OFFICIAL UNTIL APPROVED BY THE COMMITTEE