



Minutes - September 10, 2025

Call to Order: Chair Brien called the hybrid Health Services Committee meeting to order at 9:01 a.m.

Committee Members Present: Supervisors Brien, Leavy, and Fugelseth

Committee Members Absent: Supervisors Ryan and Schulz

Staff Members Present: Natalie Rolling-Edlebeck, Nursing Home Administrator; Aimee Thomas, Interim Director of Nursing; Amanda Beaver, Food Service Supervisor; Graig Kittelson, Business Office Manager; Marilyn Burns, Assistant Director of Nursing; Michelle Lynch, Environmental Services and Materials Manager; Steve Barnett, Admissions Coordinator; Vera Polglaze, Activities Supervisor; Virginia Johnson, Administrative Secretary

Others Present:

Approve Agenda: Supervisor Fugelseth moved approval of the agenda as presented, second by Supervisor Leavy. ADOPTED.

Introductions, Citizen Participation, Communications, and Announcements:

Approval of Minutes:

July 9, 2025 Minutes: Supervisor Leavy moved to approve the July 9th, 2025 minutes, second by Supervisor Brien. ADOPTED.

Review of Payments:

Committee Review Report: Supervisor Fugelseth asked if there are any local pharmacies that can work with Rock Haven. Natalie Rolling-Edlebeck, Nursing Home Administrator, stated that there are local pharmacies. However, Rock Haven is county-owned and is required to send out a bid to all possible pharmacy candidates.

Supervisor Leavy asked why Rock Haven uses both Gordon Foods and Sysco as food suppliers. Amanda Beaver, Food Service Supervisor, stated that Rock Haven uses both suppliers for price comparisons and also for availability of seasonal food items. Rock Haven looks for the best rates and products for its menus.

Budget Transfers :

Resolutions and Committee Action:

Recognizing Barbara Hembrook for Service to Rock Haven: Supervisor Fugelseth moved to approval of the above resolution, second by Supervisor Brien. Vote 3/0. 2 absent. ADOPTED.

Information Item:

Resident Council and Agenda:

Rock Haven Improvement Committee: Natalie Rolling-Edlebeck, Nursing Home Administrator asked for clarification on the committee's recommended process for employees to address concerns. Supervisor Leavy stated that employees should follow the chain of command.

Review of Staffing Payments:

Staff Report:

Finance - Graig Kittelson:

Census and Revenue: Natalie asked if Rock Haven has approval to move forward with compensating nurse managers their hourly rate if they choose to pick up additional shifts. Currently, they are not compensated for overtime with their hourly pay or comp time. Supervisor Leavy stated he would prefer this request go through HR first and determine if this request may need to be sent to the county board.

Maintenance - Dave Froeber:

Administrator's Report - Natalie Rolling-Edlebeck:

Committee Requests:

Next meeting date and time:

October 8th, 2025 at 9:00 a.m.:

Adjournment: Supervisor Fugelseth moved adjournment at 9:38 a.m., second by Supervisor Brien. ADOPTED.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.