



Minutes - December 10, 2025

Call to Order: Chair Brien called the hybrid Health Services Committee meeting to order at 10:16 a.m. in Rock Haven Conference Room.

Committee Members Present: Supervisors Brien, Schulz, and Leavy

Committee Members Absent: Supervisors Fugelseth and Ryan

Staff Members Present: Natalie Rolling-Edlebeck, Nursing Home Administrator; Amanda Beaver, Food Service Supervisor; Maurine Braun, Facilities Administrative Professional III; Michelle Lynch, ES/Materials Supervisor; Vera Polglaze, Activities Director; Virginia Johnson, Administrative Professional III

Others Present: Supervisor Bostwick and Supervisor Boehlke

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

Introductions, Citizen Participation, Communications, and Announcements:

Approval of Minutes:

November 12, 2025 Minutes: Supervisor Schulz moved to approve the November 12, 2025 minutes, second by Supervisor Bostwick. ADOPTED.

Review of Payments:

Committee Review Report:

Budget Transfers :

Resolutions and Committee Action:

Recognizing Minda Trappe for Service to Rock Haven: Supervisor Bostwick moved approval of the above resolution, second by Supervisor Brien. Vote 3/0. 3 absent. ADOPTED.

Purchasing Drive Beds: Supervisor Bostwick moved to approve the purchase of drive beds, second by Supervisor Brien. Vote 3/0. 3 absent. ADOPTED.

Purchasing Advance Floor Scrubbers: Michelle Lynch, ES/Materials supervisor, stated that the quote included with the agenda is for 3 scrubbers. She continued that Rock Haven will need to purchase an additional scrubber for the kitchen and clarified that her department does have enough budgeted in capital purchases for the additional scrubber.

Supervisor Leavy joined the Zoom call 10:25 a.m.

Supervisor Bostwick moved to approve the purchase of 4 advance floor scrubbers, second by Supervisor Brien. Vote 4/0. 2 absent. ADOPTED.

Purchasing Span America Mattresses: Supervisor Brien moved to approve the purchase of Span America mattresses, second by Supervisor Leavy. Vote 4/0. 2 absent. ADOPTED.

Purchasing 3 Tornado Microburst Scrubbers: Supervisor Schulz moved to approve the purchase of 3 Tornado Microburst scrubbers, second by Supervisor Leavy. Vote 4/0. 2 absent. ADOPTED.

Information Item:

Resident Council and Agenda:

Rock Haven Improvement Committee:

Review of Staffing Payments: Graig Kittelson, Business Office Manager, presented an overview of staffing agency payments for the last 3 months. He highlighted the savings that Rock Haven would have made with adequate staffing. He noted that the numbers do not include the cost of benefits that would be paid to Rock Haven employees. That information would require assistance from HR.

Supervisor Schulz asked that the cost of employee benefits be included in future reports. Graig stated they would be included going forward.

Staff Report:

Finance - Graig Kittelson:

Census and Revenue:

Maintenance - Dave Froeber:

Administrator's Report - Natalie Rolling-Edlebeck:

Committee Requests: Supervisor Brien asked that the committee continue to meet at 9 a.m. for the

coming year. Natalie Rolling-Edlebeck, Nursing Home Administrator, stated that the meetings will remain at 9 a.m. Supervisor Brien stated that future meetings will be zoom only.

Supervisor Schulz asked for a motion to be added to the agenda to move forward with a discussion on competitive staffing wages. Natalie stated we can add the motion to the agenda and we will ask Supervisor Bostwick to attend.

Next meeting date and time:

January 14th, 2026 at 9:00 a.m.:

Adjournment: Supervisor Schulz moved adjournment at 11:02 a.m., second by Supervisor Brien. ADOPTED.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.