

SHEBOYGAN COUNTY HEALTH CARE CENTER COMMITTEE MINUTES

**Corrected*

Administration Building
508 New York Avenue
**1st Floor, Conference Room 119*
Sheboygan, WI 53081

February 1, 2010

Called to Order: 10:33 AM

Adjourned: 11:53 AM

MEMBERS PRESENT: Supervisor Charles Conrardy, Chairperson; Supervisor Roger Otten, Vice Chairperson; Supervisor Eustacio Medina, Secretary; Supervisor Constance Ziegelbauer; Supervisor Brian Hoffmann

ALSO PRESENT: Michael Taubenheim, Michael Vandersteen

Chairperson Conrardy called the meeting to order at 10:33 a.m. It was noted the amended agenda was posted on January 29, 2010 at 8:45 AM in compliance with the Open Meeting Law.

A motion was made by Supervisor Medina and seconded by Supervisor Otten to approve the minutes of the January 11th meeting. Motion carried.

A motion was made by Supervisor Hoffmann and seconded by Supervisor Medina to approve the minutes of the January 11th Joint Meeting of the Health & Human Services/Health Care Center Committee. Motion carried.

Mr. Taubenheim advised the Committee that Rocky Knoll has been working with the labor management on 3 MOU's (Memos of Understanding). The first MOU addresses weekend only LPN positions and the union has agreed to implement. The other two MOU's that deal with additional position classification/compensation issues and the Environmental Services Department are still being reviewed.

Rocky Knoll has begun Phase I of the Electronic Health Record (EHR) system that focuses on the Clinical MDS process which will help establish reimbursement rates and our billing components by using the new Point Click Care software. Mr. Taubenheim has expressed concern regarding the networking system that Rocky Knoll currently uses through the Sheboygan County as there have been some occasions where the network has gone down with no emergency back-up program. Now since the EHR records and billing information are all based through this network, a more fail-safe system will need to be required.

Mr. Taubenheim advised the Committee that he will be attending the 2010 Spring Conference of the Wisconsin Association of County Homes on February 3-4 in Madison. Mr. Taubenheim will also be attending the WAHSA 2010 Public Policy & User Group Forum on February 16-17 in Madison. Also, Sandy Leon – Director of Health Information Services, and Danielle Jewell – Lead Secretary/Transcriptionist, plan to attend the Access & Release of Health Information Seminar on March 25th in The Wisconsin Dells to keep them abreast of the rules, regulations and laws.

Mr. Taubenheim updated the Committee that the HVAC project has been completed. We are now in the process of preparing a water analysis for our food storage cooling system and may plan to install a water softener in the facility to prevent the hard water causing leaks in the plumbing.

Mr. Taubenheim asked the Committee to support the transportation vehicle funds as a grant has been received for a new 14-passenger bus. It is requested that the remaining amount of funds be taken out of retained earnings. A motion was made by Supervisor Ziegelbauer and seconded by Supervisor Otten that we fund the bus through a budget adjustment. Motion carried.

Mr. Taubenheim reported that regarding the "Clean Air Act" to become effective in July 2010, the Smoking Cessation Committee at Rocky Knoll has made a fundamental shift in the policy where there will be no smoking in the facility, but there will be a designated outdoor area with two walls where smoking will be permitted for both staff and residents. This area will be monitored by a camera and will have weather-related restrictions.

The Committee discussed the Joint Health Care Center and Health & Human Services Committee with the suggestion that the Health Care Center Committee plan to meet jointly with the Health & Human Services Committee on Friday, February 5th, to review the amendment of the combination of the two committees. Mr. Vandersteen wants the two committees to work well together and indicated that the amended document is to be put into place when the new board is elected.

A motion was made by Supervisor Hoffmann and seconded by Supervisor Medina to approve the attendance of Supervisor Otten and Supervisor Hoffmann at the January 26th Sheboygan County Finance Meeting. Motion carried.

Vouchers were reviewed and discussed. A motion was made by Supervisor Otten and seconded by Supervisor Medina to approve the vouchers as presented.

There was no public comment.

A motion was made by Supervisor Ziegelbauer to adjourn the meeting which was seconded by Supervisor Hoffmann. Motion carried and meeting was adjourned.

Jill Daane
Recording Secretary