

Sheboygan County HEALTH CARE CENTER COMMITTEE Minutes

February 8, 2024 at 9:00 am
Rocky Knoll Health Care Center
N7135 Rocky Knoll Parkway
Plymouth, WI 53073

February 8, 2024 Call to order 9:01 am Adjourned 9:37 am

MEMBERS PRESENT: Supervisor Jacqueline Veldman, Chairperson, Supervisor Curt Brauer, Vice Chairperson, Supervisor Suzanne Speltz, Supervisor Al Bosman, Secretary, and Supervisor Marilyn Montemayor

ALSO PRESENT: Kayla Clinton, Rocky Knoll Administrator; Jeremy Fredericks, Accountant (via Zoom), Amanda Kohal, Rocky Knoll Deputy Administrator, Jeremy Fetterer, Sheboygan County Deputy Finance Director (via Zoom) and Steve Hatton, Sheboygan County Finance Director (via Zoom)

Chairperson Veldman called the meeting to order at 9:01 a.m. It was noted that the agenda was posted on February 5, 2024 at 4:07 pm in compliance with the Open Meeting Law.

Motion made to approve the minutes for the meeting on January 11, 2024 as written by Supervisor Brauer, with a second by Supervisor Speltz, motion carried

Rocky Knoll's Administrator's Report

Census: 117 /120 (Actual/Budget) Pending admissions: 2

Pending discharges: 8

*7 deaths in the last two months so we do have long-term beds open that we are filling

2023 Average 111

Monthly Census 118

Woodland Village: 21/28

Staffing: 9 registered nurse positions: 2 Weekend only 1st shift
1 full-time 2nd, RN (1.0) or
1 full-time 2nd LPN
3 part-time LPN or RN (.8) 2nd
1 part time .6 LPN or RN 3rd
1 full-time RN 3rd

37 CNA positions: 4 weekend only, 1st shift, 4 part-time
11 full-time, 6 part-time 2nd, 8 weekend only, 2nd shift
1 full-time, 3 part-time 3rd shift, 1 weekend only

1 PCA PM shift

2 PCA AM personal care assistants day shift

Infection Preventionist/Wound Nurse

Human Resource Generalist

We have filled the assistant director of dining position, café coordinator, and building services coordinator.

The HR Generalist supporting Rocky Knoll's last day was February 5, 2024.

Nominated for Working Together Award with Lakeland University- promoting their co-op programs and tuition reimbursement, student loan repayment, and summer housing benefits. CNA, and RN Staff Development will be attending the Champions Gala on February 22nd.

We have been working with LTC on securing an instructor for a spring nurse aide class and currently have 8 employees currently interested.

Facility and ARPA updates shared with staff

Awaiting annual survey

Committee Action

- Consideration of Request for Change in Table of Organization
Motion made by Supervisor Bosman, second by Supervisor Brauer, motion carried
- Consideration of Accounts Payable
Motion made by Supervisor Bosman, second by Supervisor Brauer, motion carried
- Consideration of December 2023 Financials
Motion made by Supervisor Brauer, second by Supervisor Speltz, motion carried

Approval of Attendance at Other Meetings or Function/Reports on Meetings attended.
No requests were made

Public Comment
None

Health Care Center Committee Meeting Mach 14, 2024 at 9:00 am

Rocky Knoll Foundation Meeting- Not scheduled at this time

9:37 AM - Motion made to adjourn by Supervisor Brauer, second by Supervisor Bosman, motion carried.

NOTE: A majority of the members of the County Board of Supervisors or of any of its committees may be present at this meeting to listen, observe and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in *State ex rel. Badke v. Greendale Village Board*, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

Wis. Stat. § 19.84 requires that each meeting of a governmental body be preceded by a public notice setting forth the time, date, place, and subject matter of the meeting. This Notice and Agenda is made in fulfillment of this obligation. Electronic versions of this Notice and Agenda may hyperlink to documents being circulated to members in anticipation of the meeting and are accessible to the public for viewing. Additions, subtractions, or modifications of the hyperlinked materials do not constitute an amendment to the meeting agenda unless expressly set forth in an Amended Notice and Agenda. Members of the public are encouraged to check from time to time before the meeting to see whether the hyperlinked content has been changed from what was originally posted.

Persons with disabilities needing assistance to attend or participate are asked to notify the Recording Secretary at 920-449-1232 prior to the meeting so that accommodations may be arranged.