

## SHEBOYGAN COUNTY HEALTH CARE CENTER COMMITTEE MINUTES

Rocky Knoll Health Care Center  
N7135 Rocky Knoll Parkway  
Plymouth, WI 53073  
West Conference Room

**January 10, 2012**

**Called to Order: 10:00 AM**

**Adjourned: 11:08 AM**

**MEMBERS PRESENT:** Supervisor Charles Conrardy, Chairperson; Supervisor Roger Otten, Vice Chairperson; Supervisor Val Schultz, Secretary; Supervisor Dale Cary

**MEMBERS ABSENT:** Supervisor Eustacio Medina

**ALSO PRESENT:** Michael Taubenheim; Michael Vandersteen; Ken Plummer

Chairperson Conrardy called the meeting to order at 10:00 a.m. It was noted the agenda was posted on January 6, 2012 at 8:45 AM in compliance with the Open Meeting Law.

A motion was made by Supervisor Cary and seconded by Supervisor Schultz to approve the minutes of the December 13<sup>th</sup> meeting. Motion carried.

Mr. Taubenheim informed the Committee that census for Rocky Knoll continues to be a challenge, although Rocky Knoll has one of the highest occupancy rates in the County.

Mr. Taubenheim is creating a revised policy on how to manage unauthorized overtime to make sure that all overtime needs to be preauthorized by management.

There has been a delay in the reduction of the number of licensed beds within the Facility as Mr. Taubenheim had met with management to assure the right combination of rooms are available for our clients. It appears that the reduction of licensed beds will initially drop to 172 instead of 165 because of some of the patient mix that the Facility currently has.

Mr. Taubenheim will be attending the WACH (Wisconsin Association of County Homes) Annual Conference on January 25<sup>th</sup> in Madison where he has scheduled a group meeting with our Local State Legislators to discuss bed tax, FMLA and issues impacting the center. The Committee has been asked to inform Mr. Taubenheim of any other topics they may wish to be raised he should bring to this meeting.

Mr. Taubenheim has informed the Committee that with the demands of assuring that we have quality of care for all our residents, the Facility is planning to divide our Nursing Department into two separate divisions; namely the Sub-Acute Division and the Long Term Care Division. Management will not change with each Division will having two Area Nurse Manager's assigned; one as a Clinical Reimbursement Nurse who is responsible for MDS updates and assignments, care plans, and to make sure the clinical directions are accessible; and the other as an Operations Nurse who will manage the direct patient care and daily operations of the actual units. The Director of Nursing will assure that our staff is divided up by assignment, properly monitored and trained to provide the best quality of care.

Mr. Taubenheim informed the Committee that Rocky Knoll Health Care Center had an Emergency Protective Placement Procedure Meeting with Aurora Sheboygan Memorial Medical Center, Aging & Disability Resource Center, Health & Human Services and the Crisis Center. This meeting was to outline the plan and procedures put together by Health & Human Services and Rocky Knoll for the Emergency Protective Placement to make sure that all is in order and that we do not run into any problems. We have currently handled three emergency placements and one is still currently at Rocky Knoll.

Mr. Taubenheim informed the Committee that Ms. Jaimie Schirmer, Billing Supervisor will be attending the Specialized Medical Services Medicare/Medicaid 2011 Year in Review Seminar in Green Bay on January 17, 2012.

Mr. Taubenheim updated the Committee about his proposal that was approved by the Committee to extend the Early Retirement Program to the non-bargaining employees at Rocky Knoll Health Care Center. After further review of this program, it was determined that the Facility would not achieve the necessary savings to make this program viable and would not be pursuing it.

Mr. Taubenheim presented the Center's November 2011 Financial Results that revealed the budget, actual and variance for the revenues and expenses for the Facility. Census has improved for the month of November 2011. A motion was made by Supervisor Otten and seconded by Supervisor Cary to accept the November 2011 financials. Motion carried.

Vouchers were reviewed. A motion was made by Supervisor Schultz and seconded by Supervisor Cary to approve the vouchers as presented. Motion carried.

There were no meetings for Committee members to report on.

Public comment was received.

In reviewing the upcoming meetings, it has been determined that the HCC Committee does not have any issues or concerns that would require a joint meeting with Health & Human Services on January 31<sup>st</sup>. Mr. Taubenheim will verify whether Health & Human Services has any issues or concerns and will confirm that there will not be a meeting on January 31<sup>st</sup>.

A motion was made by Supervisor Otten to adjourn the meeting which was seconded by Supervisor Cary. Motion carried. Meeting Adjourned.

Jill Daane  
Recording Secretary