

SHEBOYGAN COUNTY HEALTH CARE CENTER COMMITTEE MINUTES

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

February 28, 2012

Called to Order: 10:03 AM

Adjourned: 11:17 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; Kim Loose, Director-Life Enrichment; Marci Kuhn, Clinical Admissions-Case Manager; Ken Plummer

Chairperson Conrardy called the meeting to order at 10:03 a.m. It was noted the agenda was posted on February 24, 2012 at 4:30 PM in compliance with the Open Meeting Law.

A motion was made by Supervisor Schultz and seconded by Supervisor Cary to approve the minutes of the February 14th meeting. Motion carried.

In keeping the Health Care Center Committee informed about the progress of the Music Grant program received by the Life Enrichment Department at Rocky Knoll Health Care Center, Ms. Kim Loose, Director of Life Enrichment, presented a 6-minute video that describes what this research program is about. Further information on this organization is available on their website: www.musicandmemory.org.

Rocky Knoll is currently involved in their annual State and Federal Survey. Mr. Taubenheim is anticipating a final exit interview by the end of the day and invited the Committee members to join in on this discussion if they are able.

Mr. Taubenheim informed the Committee that Ms. Jennifer Rohrbeck, Director of Nursing, has been holding weekly meetings with the nursing staff. Both unions have been very cooperative.

Mr. Taubenheim informed the Committee that Ms. Victoria Harmelink, Staff Development Coordinator, will be attending The Home Care Health Services & Hospice Program entitled "Alcohol, Amyloid, and Aggression: Answering the A's of Alzheimer's" in Manitowoc, on March 15, 2012.

Mr. Taubenheim presented to the Committee a VPA (Vacant Position Analysis) for a Nursing Supervisor at Rocky Knoll. This is to replace one of our full-time night shift nurse supervisors who will be relocating to the private sector as Director of Nursing. This position will be posted internally as well as externally. A motion was made by Supervisor Otten and seconded by Supervisor Cary to approve the request to fill the vacant Nurse Supervisor position. Motion carried.

A copy of the 2011 Annual Report of the Health Care Center that was placed on the Sheboygan County shared drive was given to the Committee to review prior to being made available to the public.

Mr. Taubenheim introduced Ms. Marci Kuhn, Clinical Admissions-Case Manager, who fully explained and demonstrated the EMR (Electronic Medical Record) and SharePoint programs to the Committee. PointClickCare is the program that is used for our EMR (Electronic Medical Record) which was started in 2010. This program has features that aid in the reimbursement of our Medicare and Medicaid rates which includes MDS (Minimum Data Set) documentation, Resident Care Plans, progress notes, assessments and CNA charting that are recorded on the kiosks located throughout the facility, as everything is completed electronically. Another program that was demonstrated to show its effectiveness to our facility is called SharePoint, a Microsoft product that is a new internal communications tool and is internet specific to Rocky Knoll. This program that is new to our facility and each department is responsible for their own internet program.

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

Supervisor Otten advised the Committee that he plans to attend the Executive Committee Meeting on February 28th. A motion was made by Supervisor Schultz and seconded by Supervisor Cary to approve Supervisor Otten's attendance. Motion carried.

Public comment was received.

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

Jill Daane
Recording Secretary