



HEALTH SERVICES COMMITTEE
Wednesday August 8, 2012 at 8 am
Rock Haven 4th Floor Classroom

AGENDA

1. Call to Order/Approval of Agenda
2. Approval of Minutes - July 11, 2012
3. Introductions, Citizen Participation, Communications and Announcements
4. **Action Item:** Bills
5. **Action Item:** Budget Transfers
6. **Action Item:** Pre-Approved Encumbrances/Encumbrances
7. Old Business
 - a. Information Item: Rock Haven Replacement Facility Update
 - b. Information Item: Resident Council Minutes (Copies will be distributed a meeting.)
8. New Business
 - a. **Action Item:** Resolution Recognizing Terri Fena for Years of Service to Rock Haven
 - b. **Action Item:** Resolution Recognizing Carolyn Wagner for Years of Service to Rock Haven
9. Information Item: Reports
 - a. Census
 - b. Activities
 - 1) Senior Management Team
 - a. Completion of 2013 Budget
 - b. Planning for Move Day
 - c. Planning for Annual Employee Picnic (September 7)
 - 2) Staff Education for August 2012
 - a. Make-up Sessions for Mandatory Resident Rights Inservice
 - b. Make-up Sessions for Mandatory Infection Control Inservice
 - c. Make-up Sessions for Mandatory Confidentiality Inservice
 - d. Make-up Sessions for Mandatory Oral Care Inservices for CNAs.

Health Services Committee

August 8, 2012

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- 3) Conferences and Meetings - Sherry Gunderson's professional meetings include:
 - a. LeadingAge Region 2 Meeting - New Glarus - August 3
 - b. LeadingAge Board Meeting - DeForest - August 16
 - c. WACH Meeting - Verona - August 24
- 4) Resident Council Meeting - Tuesday, August 14 at 10:15 am
 - c. Finance - Dave Sudmeier
10. Next Meeting Date - The next regular meeting of the Health Services Committee is scheduled for Wednesday September 12, 2012 at 8 am.
11. Adjournment

SRG/ff

*Note to Committee Members: To ensure a quorum is present, please call the Administrative Secretary at 757-5076 if you are unable to attend the meeting.

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3232500000-64904	SUNDRY EXPENSE	3,000.00 140.0%	4,202.71	0.00	-1,202.71		
	P1200847-PO# 07/31/12 -VN#015764					30.00	
	P1200848-PO# 07/31/12 -VN#015763					114.90	
*** OVERDRAFT ***	TRANSFER REQUIRED		CLOSING BALANCE		-1,347.61		144.90
3272607400-62189	OTHER MED SERV	5,500.00 0.0%	2,815.42	-2,815.38	5,499.96		
	P1202278-PO# 07/31/12 -VN#016856					2,409.50	
			CLOSING BALANCE		3,090.46		2,409.50
3280008100-62420	MACH & EQUIP RM	15,100.00 68.7%	10,531.02	-145.00	4,713.98		
	P1201933-PO# 07/31/12 -VN#042755					145.00	
	P1201934-PO# 06/30/12 -VN#027557					110.00	
			CLOSING BALANCE		4,458.98		255.00
3280008100-62460	BLDG SERV R&M	0.00 100.0%	0.00	0.00	0.00		
	P1202396-PO# 06/30/12 -VN#045541					254.73	
			CLOSING BALANCE		-254.73		254.73
3280008100-63109	OTHER SUPP/EXP	11,400.00 41.9%	4,781.50	0.00	6,618.50		
	P1200280-PO# 07/31/12 -VN#013780					176.77	
	P1200281-PO# 07/31/12 -VN#014534					563.46	
	P1200847-PO# 07/31/12 -VN#015764					41.12	
	P1200888-PO# 06/30/12 -VN#051339					341.97	
			CLOSING BALANCE		5,495.18		1,123.32
3280008100-64000	MEDICAL SUPPLIES	117,052.00 71.7%	65,944.84	18,055.28	33,051.88		
	P1200284-PO# 07/31/12 -VN#042626					320.04	
	P1200285-PO# 07/31/12 -VN#030393					24.87	
	P1200846-PO# 07/31/12 -VN#031297					475.97	
	P1201264-PO# 07/31/12 -VN#015393					9,728.93	
			CLOSING BALANCE		22,502.07		10,549.81
3280008100-65331	EQUIP LEASE	8,000.00 0.0%	429.94	-429.92	7,999.98		
	P1200285-PO# 07/31/12 -VN#030393					69.18	
			CLOSING BALANCE		7,930.80		69.18
3280008200-63109	OTHER SUPP/EXP	42,670.00 96.0%	27,430.95	13,569.08	1,669.97		
	P1200283-PO# 07/31/12 -VN#016117					69.12	
	P1202121-PO# 06/30/12 -VN#042157					162.27	
			CLOSING BALANCE		1,438.58		231.39
3280008400-62420	MACH & EQUIP RM	2,000.00 12.7%	602.73	-347.09	1,744.36		
	P1202307-PO# 06/30/12 -VN#020012					48.50	

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
					CLOSING BALANCE	1,695.86	48.50
3280009100-62420	MACH & EQUIP RM	7,000.00 59.1%	3,699.93	437.64	2,862.43		
	P1200227-PO# 07/31/12 -VN#013597			JANESVILLE ELECTRIC MOTOR CORP		246.00	
					CLOSING BALANCE	2,616.43	246.00
3280009300-62163	LAUNDRY	112,550.00 98.6%	64,240.82	46,759.19	1,549.99		
	P1200283-PO# 07/31/12 -VN#016117			SHOPKO INC #130		69.95	
					CLOSING BALANCE	1,480.04	69.95
3280009300-63109	OTHER SUPP/EXP	5,000.00 55.8%	2,792.63	0.00	2,207.47		
	P1200209-PO# 07/31/12 -VN#046075			AIRGAS NORTH CENTRAL		112.94	
					CLOSING BALANCE	2,094.53	112.94
3280009300-63111	PAPER PRODUCTS	20,750.00 96.3%	7,128.75	12,871.26	749.99		
	P1201743-PO# 07/31/12 -VN#047574			AMSAN LLC		861.20	
*** OVERDRAFT ***	TRANSFER REQUIRED				CLOSING BALANCE	-111.21	861.20
3280009500-62104	CONSULTING SERV	3,100.00 0.0%	1,400.00	-1,399.99	3,099.99		
	P1202237-PO# 06/30/12 -VN#047068			JT AND ASSOCIATES LLC		950.00	
					CLOSING BALANCE	2,149.99	950.00
3280009500-63200	PUBL/SUBCR/DUES	11,000.00 116.2%	10,784.75	2,000.00	-1,784.75		
	P1202405-PO# 06/30/12 -VN#013607			JANESVILLE GAZETTE INC		234.00	
*** OVERDRAFT ***	TRANSFER REQUIRED				CLOSING BALANCE	-2,018.75	234.00
3290009910-66109	OTHER INS	40,000.00 89.1%	27,283.00	8,371.01	4,345.99		
	P1201000-PO# 06/30/12 -VN#032926			KALEMBER MD,ROBERT L		2,000.00	
					CLOSING BALANCE	2,345.99	2,000.00
3290009940-61920	PHYSICALS	1,500.00 7.7%	1,401.00	-1,284.99	1,383.99		
	P1201235-PO# 06/30/12 -VN#030413			OCCUPATIONAL HEALTH CENTER		72.00	
					CLOSING BALANCE	1,311.99	72.00

Account Number	Name	Yearly Pront Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
		ROCK HAVEN	PROG-TOTAL-PO			19,632.42	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$19,632.42 INCURRED BY ROCK HAVEN. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

HEALTH SERVICES COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD _____

AUG 08 2012

DATE _____ CHAIR _____

RESOLUTION

ROCK COUNTY BOARD



OF SUPERVISORS

Health Services Committee
INITIATED BY

Sherry Gunderson
DRAFTED BY

Health Services Committee
SUBMITTED BY

August 1, 2012
DATE DRAFTED

TITLE

RECOGNIZING TERRI FENA FOR SERVICE TO ROCK HAVEN

1. WHEREAS, Terri Fena has served the citizens of Rock County over the past
2. 38 years, 5 months as a dedicated and valued employee of Rock County;
3. and,
- 4.
5. WHEREAS, Terri Fena began her career with Rock County on May 8, 1974,
6. initially working as secretary for the Rock County Manpower Office then
7. the Rock County Intensive Drug & Alcohol Abuse Prevention Education
8. Treatment Project and the Rock County Health Care Center's Day Hospital
9. until March 17, 1980 when she took a Medical Transcriptionist position
10. with the Health Care Center's Medical Records Department, and
- 11.
12. WHEREAS, Terri Fena worked in that capacity until October 2, 1989 when
13. she took an Administrative Secretary position with Rock County Health
14. Care Center/Rock Haven Administration and has worked diligently in that
15. capacity until her retirement on October 1, 2012, and
- 16.
17. WHEREAS, the Rock County Board of Supervisors, representing the
18. citizens of Rock County, wishes to commend Terri Fena for her long and
19. faithful service.
- 20.
21. NOW, THEREFORE, BE IT RESOLVED, the Rock County Board of Supervisors
22. duly assembled this _____ of _____, 2012 does hereby
23. recognize Terri Fena for her 38 years, 5 months of service and extend
24. their best wishes to her in her future endeavors; and,
- 25.
- 26.
27. BE IT FURTHER RESOLVED, that the County Clerk be authorized and
28. directed to furnish a copy of this resolution to Terri Fena.
- 29.

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

HEALTH SERVICES COMMITTEE

J. Russell Podzilni, Chair

Betty Jo Bussie, Chair

Sandra Kraft, Vice Chair

Mary Beaver, Vice Chair

Betty Jo Bussie

Terry Fell

Eva Arnold

Billy Bob Grahn

Mary Mawhinney

Steve Howland

Marilynn Jensen

Kurtis Yankee

Hank Brill

Louis Peer

RESOLUTION

ROCK COUNTY BOARD



OF SUPERVISORS

Health Services Committee
INITIATED BY

Sherry Gunderson
DRAFTED BY

Health Services Committee
SUBMITTED BY

August 1, 2012
DATE DRAFTED

TITLE

RECOGNIZING CAROLYN WAGNER FOR SERVICE TO ROCK HAVEN

1. WHEREAS, Carolyn Wagner has served the citizens of Rock County over the
2. past 22 years, 5 months as a dedicated and valued employee of Rock
3. County; and,
- 4.
5. WHEREAS, Carolyn Wagner began her career with Rock County Health Care
6. Center/Rock Haven as a Recreational Therapist on March 20, 1990; and,
- 7.
8. WHEREAS, Carolyn Wagner has worked diligently in that position, and
9. enthusiastically planned and hosted wonderful social events for residents
10. including holiday gatherings, dine-ins, musical events, parties and
11. picnics until her retirement on September 4, 2012; and,
- 12.
13. WHEREAS, the Rock County Board of Supervisors, representing the citizens
14. of Rock County, wishes to commend Carolyn Wagner for her long and
15. faithful service.
- 16.
17. NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors
18. duly assembled this _____ of _____, 2012 does hereby
19. recognize Carolyn Wagner for her 22 years, 5 months of service and extend
20. their best wishes to her in her future endeavors; and,
- 21.
22. BE IT FURTHER RESOLVED, that the County Clerk be authorized and directed
23. to furnish a copy of this resolution to Carolyn Wagner.
- 24.

Respectfully submitted,

HEALTH SERVICES COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Betty Jo Bussie, Chair

J. Russell Podzilni, Chair

Mary Beaver, Vice Chair

Sandra Kraft, Vice Chair

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Steve Howland

Mary Mawhinney

Marilynn Jensen

Kurtis Yankce

Hank Brill

Louis Peer

Rock Haven Admissions/Discharges/Census - 2012

ADMISSIONS				
	CCU	Dementia	CMI/GP	Total
January	3	1	4	8
February	6	1	6	13
March	8	4	4	16
April	2	5	8	15
May	7	5	3	15
June	2	5	3	10
July	12	1	1	14
August	6	1	0	7
September	4	1	2	7
October	13	2	1	16
November	7	3	4	14
December	3	2	5	10
Total	73	31	41	145

1/31/2012
2/29/2012
3/31/2012
4/30/2012
5/31/2012
6/30/2012
7/31/2011
8/31/2011
9/30/2011
10/31/2011
11/30/2011
12/21/2011

DISCHARGES/DEATHS				
	CCU	Dementia	CMI/GP	Total
January	4	2	2	8
February	6	2	3	11
March	10	4	4	18
April	1	5	6	12
May	6	7	2	15
June	4	6	6	16
July	9	1	3	13
August	5	2	0	7
September	5	2	3	10
October	10	1	2	13
November	9	1	1	11
December	5	2	3	10
Total	74	35	35	144

1/31/2012
2/29/2012
3/31/2012
4/30/2012
5/31/2012
6/30/2012
7/31/2011
8/31/2011
9/30/2011
10/31/2011
11/30/2011
12/21/2011

CENSUS				
	CCU	Dementia	CMI/GP	Total
January	39	44	43	126
February	42	43	43	128
March	40	43	43	126
April	41	44	44	129
May	42	44	43	129
June	41	41	41	123
July	40	43	43	126
August	40	43	43	126
September	39	42	43	124
October	41	43	43	127
November	41	41	44	126
December	40	44	42	126
Budget	41	43	44	128
Capacity*	42	44	44	130

1/31/2012
2/29/2012
3/31/2012
4/30/2012
5/31/2012
6/30/2012
7/31/2011
8/31/2011
9/30/2011
10/31/2011
11/30/2011
12/21/2011

*Downsize from 156 to 130 occurred 6/1/07

		PATIENT DAYS			PATIENT DAYS			% OVER/ -UNDER	ACTUAL YTD	BUDGET YTD	OVER/ -UNDER	% OVER/ -UNDER
		ACTUAL MTD	BUDGET MTD	OVER/ -UNDER	ACTUAL YTD	BUDGET YTD	OVER/ -UNDER					
MEADOW PLACE	MEDICARE	SNF	137	210	-73	1060	1274	-214	-16.80			
	TOTAL		137	210	-73	1060	1274	-214	-16.80			
	HOSPICE	SNF				5		5				
	TOTAL					5		5				
	MEDICAL ASSISTANCE	SNF	930	900	30	5370	5460	-90	-1.65			
	TOTAL		930	900	30	5370	5460	-90	-1.65			
	PRIVATE PAY	SNF	180	90	90	921	546	375	68.68			
	TOTAL		180	90	90	921	546	375	68.68			
TOTAL MEADOW PLACE			1247	1200	47	7356	7280	76	1.04			
HARBOR WAY	MEDICARE	SNF	49	30	19	453	182	271	148.90			
	TOTAL		49	30	19	453	182	271	148.90			
	HOSPICE	SNF		30	-30	130	182	-52	-28.57			
	TOTAL			30	-30	130	182	-52	-28.57			
	MEDICAL ASSISTANCE	SNF	1185	1170	15	6861	7098	-237	-3.34			
	TOTAL		1185	1170	15	6861	7098	-237	-3.34			
	PRIVATE PAY	SNF	29	90	-61	353	546	-193	-35.35			
	TOTAL		29	90	-61	353	546	-193	-35.35			
TOTAL HARBOR WAY			1263	1320	-57	7797	8008	-211	-2.63			

		PATIENT DAYS			PATIENT DAYS			% OVER/ -UNDER	OVER/ -UNDER	% OVER/ -UNDER
		ACTUAL MTD	BUDGET MTD	OVER/ -UNDER	ACTUAL YTD	BUDGET YTD	OVER/ -UNDER			
GLEN LANE	MEDICARE	SNF	58	58	58	291	291	291		
	TOTAL		58	58		291	291			
	HOSPICE	SNF	60	-60	-100.00	181	364	-183	-50.27	
	TOTAL		60	-60	-100.00	181	364	-183	-50.27	
	MEDICAL ASSISTANCE	SNF	1129	1140	-0.96	7137	6916	221	3.20	
	TOTAL		1129	1140	-0.96	7137	6916	221	3.20	
	PRIVATE PAY	SNF	89	90	-1.11	246	546	-300	-54.95	
	TOTAL		89	90	-1.11	246	546	-300	-54.95	
TOTAL GLEN LANE			1276	1290	-1.09	7855	7826	29	0.37	
TOTAL ROCK HAVEN	MEDICARE	SNF	244	240	1.67	1804	1456	348	23.90	
	TOTAL		244	240	1.67	1804	1456	348	23.90	
	HOSPICE	SNF	90	-90	-100.00	316	546	-230	-42.12	
	TOTAL		90	-90	-100.00	316	546	-230	-42.12	
	MEDICAL ASSISTANCE	SNF	3244	3210	1.06	19368	19474	-106	-0.54	
	TOTAL		3244	3210	1.06	19368	19474	-106	-0.54	
	PRIVATE PAY	SNF	298	270	10.37	1520	1638	-118	-7.20	
	TOTAL		298	270	10.37	1520	1638	-118	-7.20	
TOTAL ROCK HAVEN			3786	3810	-0.63	23008	23114	-106	-0.46	

	AVERAGE DAILY PATIENTS				AVERAGE DAILY PATIENTS			
	ACTUAL MTD	BUDGET MTD	OVER/ -UNDER	% OVER/ -UNDER	ACTUAL YTD	BUDGET YTD	OVER/ -UNDER	% OVER/ -UNDER
MEADOW PLACE								
MEDICARE								
SNF	4.57	7.00	-2.43	-34.76	5.82	7.00	-1.18	-16.80
TOTAL	4.57	7.00	-2.43	-34.76	5.82	7.00	-1.18	-16.80
SNF					0.03		0.03	
TOTAL					0.03		0.03	
MEDICAL ASSISTANCE								
SNF	31.00	30.00	1.00	3.33	29.51	30.00	-0.49	-1.65
TOTAL	31.00	30.00	1.00	3.33	29.51	30.00	-0.49	-1.65
PRIVATE PAY								
SNF	6.00	3.00	3.00	100.00	5.06	3.00	2.06	68.68
TOTAL	6.00	3.00	3.00	100.00	5.06	3.00	2.06	68.68
TOTAL MEADOW PLACE	41.57	40.00	1.57	3.92	40.42	40.00	0.42	1.04
HARBOR WAY								
MEDICARE								
SNF	1.63	1.00	0.63	63.33	2.49	1.00	1.49	148.90
TOTAL	1.63	1.00	0.63	63.33	2.49	1.00	1.49	148.90
HOSPICE								
SNF	1.00	1.00	-1.00	-100.00	0.71	1.00	-0.29	-28.57
TOTAL	1.00	1.00	-1.00	-100.00	0.71	1.00	-0.29	-28.57
MEDICAL ASSISTANCE								
SNF	39.50	39.00	0.50	1.28	37.70	39.00	-1.30	-3.34
TOTAL	39.50	39.00	0.50	1.28	37.70	39.00	-1.30	-3.34
PRIVATE PAY								
SNF	0.97	3.00	-2.03	-67.78	1.94	3.00	-1.06	-35.35
TOTAL	0.97	3.00	-2.03	-67.78	1.94	3.00	-1.06	-35.35
TOTAL HARBOR WAY	42.10	44.00	-1.90	-4.32	42.84	44.00	-1.16	-2.63

		AVERAGE DAILY PATIENTS				AVERAGE DAILY PATIENTS				
		ACTUAL MTD	BUDGET MTD	OVER/ -UNDER	% OVER/ -UNDER	ACTUAL YTD	BUDGET YTD	OVER/ -UNDER	% OVER/ -UNDER	
GLEN LANE	MEDICARE	SNF	1.93	1.93	1.93	1.60	1.60	1.60	1.60	
	TOTAL	TOTAL	1.93	1.93	1.93	1.60	1.60	1.60	1.60	
	HOSPICE	SNF		2.00	-2.00	-100.00	0.99	2.00	-1.01	-50.27
	TOTAL	TOTAL		2.00	-2.00	-100.00	0.99	2.00	-1.01	-50.27
	MEDICAL ASSISTANCE	SNF	37.63	38.00	-0.37	-0.96	39.21	38.00	1.21	3.20
	TOTAL	TOTAL	37.63	38.00	-0.37	-0.96	39.21	38.00	1.21	3.20
	PRIVATE PAY	SNF	2.97	3.00	-0.03	-1.11	1.35	3.00	-1.65	-54.95
	TOTAL	TOTAL	2.97	3.00	-0.03	-1.11	1.35	3.00	-1.65	-54.95
TOTAL GLEN LANE			42.53	43.00	-0.47	-1.09	43.16	43.00	0.16	0.37
TOTAL ROCK HAVEN	MEDICARE	SNF	8.13	8.00	0.13	1.67	9.91	8.00	1.91	23.90
	TOTAL	TOTAL	8.13	8.00	0.13	1.67	9.91	8.00	1.91	23.90
	HOSPICE	SNF		3.00	-3.00	-100.00	1.74	3.00	-1.26	-42.12
	TOTAL	TOTAL		3.00	-3.00	-100.00	1.74	3.00	-1.26	-42.12
	MEDICAL ASSISTANCE	SNF	108.13	107.00	1.13	1.06	106.42	107.00	-0.58	-0.54
	TOTAL	TOTAL	108.13	107.00	1.13	1.06	106.42	107.00	-0.58	-0.54
	PRIVATE PAY	SNF	9.93	9.00	0.93	10.37	8.35	9.00	-0.65	-7.20
	TOTAL	TOTAL	9.93	9.00	0.93	10.37	8.35	9.00	-0.65	-7.20
TOTAL ROCK HAVEN			126.20	127.00	-0.80	-0.63	126.42	127.00	-0.58	-0.46