

HEALTH SERVICES COMMITTEE

NOVEMBER 14, 2012

COMMITTEE MEMBERS PRESENT: Supervisors Bussie, Beaver, Fell, Grahn, Howland

COMMITTEE MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Sherry Gunderson, Rock Haven Administrator; David Sudmeier, Controller; David Hayes, Dietary Supervisor; Doug Keating, Maintenance Supervisor; Michael Howell, Environmental Supervisor

CALL TO ORDER/APPROVAL OF AGENDA - Chair Bussie called the meeting of the Rock County Health Services Committee to order at 8:00 a.m. in the Rock Haven Classroom. Supervisors Fell and Howland moved approval of the agenda. ADOPTED.

APPROVAL OF MINUTES – October 10, 2012 - Supervisors Grahn and Beaver moved approval of the minutes of October 10, 2012. ADOPTED.

INTRODUCTION OF CITIZENS, COMMUNICATIONS AND ANNOUNCEMENTS - Supervisor Grahn announced how proud he was to serve on the committee. Ms. Gunderson and Mr. Sudmeier did a wonderful job on the budget for next year and he was pleased to work with both of them.

The entire committee complimented the staff at Rock Haven on the good work everyone does.

BILLS - Supervisors Fell and Howland moved to approve the bills. The bills were ADOPTED as presented.

BUDGET TRANSFERS - Supervisors Grahn and Howland moved to approve the budget transfers. The transfers were ADOPTED as presented.

PRE-APPROVED ENCUMBRANCE/ENCUMBRANCES – None

OLD BUSINESS

Rock Haven Replacement Facility Update – The plan is still to move to the new facility March 18, 2013. When the building is ready and furnished, Ms. Gunderson will set a date and time in early March, for the county board members and county department heads to tour.

A twenty-four hour notice will need to be given to use a floating holiday; ATA staff will now be required to wear scrub uniforms as of January 1, 2013; and the HR policy has been updated for night shift staff overtime. The personnel ordinance will go to the County Board Meeting on Thursday, December 13, 2012.

Resident Council Minutes - Ms. Gunderson distributed copies of the October 9, 2012 meeting. The residents had elections and hosted a special bingo game.

Complaint Survey Revisit – The Nursing Home Surveyor's revisit was a success. There were no penalties or fines from the complaint. The annual survey window is open from December 2012 – May 2013.

NEW BUSINESS

Resolution for Barb Mauerman – Supervisors Beaver and Fell moved to approve the Resolution of Years of Service for Barb Mauerman. ADOPTED

REPORTS

Census – The current daily census has been running 124-125. With today's admissions the census will be 126, leaving two semi private rooms that are difficult to fill.

Activity Report – The United Way fundraisers earned a total donation of \$1,022.00. The employee holiday brunch is scheduled for Friday, December 7th from 6:45 am – 10:30 am.

Education – Update from Ms. Gunderson on the planned staff education meetings for November. Ms. Gunderson answered a few questions on how an employee gets disciplined for poor work performance. Ms. Gunderson explained the progressive discipline procedure and that all employees receive an annual evaluation from their supervisor.

Conferences and Meetings – Ms. Gunderson attended the Leading Age Region Meeting on November 9th in Sun Prairie. She will be attending the Leading Age Board Meeting November 15th in Deforest; and WACH meeting November 16th in Wycocena.

Resident Council Meeting – Next Resident Council Meeting will be Tuesday, December 11 at 10:15 am.

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Finance – Mr. Sudmeyer gave an update along with a third quarter financial result handout.

NEXT MEETING DATE – The next regular meeting of the Health Services Committee is scheduled for Wednesday, December 12, 2012 at 8:00 a.m. in the Rock Haven Classroom.

ADJOURNMENT - Supervisor Grahn and Fell moved to adjourn the meeting.
ADOPTED. The meeting adjourned at 8:55 a.m.

Respectfully submitted,
Michelle Lynch

NOT OFFICIAL UNTIL APPROVED BY THE COMMITTEE