

HEALTH SERVICES COMMITTEE

August 11, 2021

CALL TO ORDER – Chair Brien called the teleconference meeting of the Health Services Committee to order at 9:00 a.m.

COMMITTEE MEMBERS PRESENT: Chair Brien, Beaver, Schulz, Bomkamp and Leavy

STAFF MEMBERS PRESENT: Natalie Rolling-Edlebeck, NHA; Amy Kutzler, Interim DON; Michelle Kelm, Scheduler; Joanne Foss, Finance; Melanie Godding, ATA Director; Marilyn Burns, Infection Control; Steve Barnett, Admissions; Dave Froeber, Maintenance; Kasey Strike, AA; Heidi Azarela, Social Worker; Kim Ball, Nurse Manager; Lucy Kettle, RN; Renae Thompson, DON; Kim Rueth, RN

OTHERS PRESENT: Josh Smith, County Administrator; Amy Spoden, HRD

APPROVAL OF AGENDA – Supervisor Schulz moved approval of agenda, second by Supervisor Beaver. ADOPTED

INTRODUCTIONS, CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS – None

APPROVAL OF MINUTES – July 14, 2021 – Supervisor Bomkamp moved approval of the July 14, 2021 minutes, second by Supervisor Schulz. APPROVED

REVIEW OF PAYMENTS – Committee reviewed payments.

BUDGET TRANSFERS – None

RESOLUTIONS AND COMMITTEE ACTION – None

INFORMATION ITEM –

STAFFING DISCUSSION – 0.6 VS 1.0 FTE – This information will take a little longer to complete. Possible to have complete for October meeting and will add to agenda.

ADMINISTRATOR'S 120 DAY ROCK HAVEN'S ACCOMPLISHMENTS –

Investigative Review – Culture Change – Natalie Rolling-Edlebeck, NHA met with staff on several different occasions and times to explain the investigative outcome and chain of command. Staff were explained what a grievance vs a complaint.

Personnel Changes – Cheryl Cikar was hired for accounting specialist and still have 1 vacant position in accounting. Mary Peterson with SMS is consulting with Rock Haven to help with billing until staff hired and trained.

Tina Russell has stepped down as the materials and environmental service manager and will be moving to dietary. Amanda Hanson has been hired to replace Tina.

Amy Kutzler from Health Dimensions group has been contracted to interim DON at Rock Haven and will start July 9, 2021.

ROCK HAVEN'S GLIDE PATH –

Policies and Procedures – Rock Haven's policy and procedure manual is being updated.

Recruitment and Stabilization – Rock Haven will be focusing on getting out in the community more, to recruit people into apply at Rock Haven. Staff at Rock Haven need to encourage and get more people to apply for open positions to help with the vacancies.

Medical Model – Dr. Shaikh's contract ends the end of 2021. The staff and committee agreed to extend his contract until the end of 2022 for consistency of care for the residents.

Survey Readiness 2022 – Rock Haven's annual survey window opens in November of 2021.

Rock Haven Employee Morale – Interim Director of Nursing, Amy Kutzler stated she sees improvement. Staff seem to be more open and bringing concerns forward. It takes time to make a change and just communicating and taking care of the staff. Staff are having PPE fatigue and burnout.

STAFF REPORTS –

MAINTENANCE – DAVE FROEBER – Rock Haven’s backup generator needs repair. There is a backup portable unit and was at Rock Haven the same night.

FINANCIAL RESULTS – JOANNE FOSS – The Rock Haven 2022 budget was submitted. Natalie Rolling-Edlebeck and Joanne Foss will meet with Administration on September 9, 2021.

ADMINISTRATIVE REPORT – NATALIE ROLLING-EDLEBECK – Natalie Rolling-Edlebeck, NHA shared her report with the everyone.

COMMITTEE REQUESTS – Supervisor Bomkamp requests that if anyone contacts any of the county board supervisor’s, that you ask if they followed the chain of command at Rock Haven first.

NEXT MEETING DATE – The next regular meeting of the Health Service Committee is scheduled for Wednesday, September 8, 2021 at 9 a.m. via Zoom.

ADJOURNMENT – Supervisor Beaver moved to adjourn at 10:03a.m., second by Supervisor Schulz. ADOPTED by acclamation.

Respectfully submitted,
Michelle Lynch

NOT OFFICIAL UNTIL APPROVED BY THE COMMITTEE