



**HEALTH SERVICES COMMITTEE**  
**Tuesday, March 6, 2012, 3:00 p.m.**  
**Rock Haven 4th Floor Classroom**

**AGENDA**

1. Call to Order/Approval of Agenda
2. Approval of Minutes – February 7, 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
8. New Business
  - a. **Action Item:** Contract - MercyCare Insurance
  - b. **Action Item:** Resolution Recognizing Billie Zielke For Years of Service to Rock Haven
  - c. Information Item: Complaint Survey - February 14
  - d. Information Item: Employee Termination
  - e. Information Item: Plans for County Board Presentation - March 8 or 22
9. Information Item: Reports
  - a. Census
  - b. Activities
    - 1) Senior Management Team
    - 2) Staff Education for March 2012
      - a) Alzheimer's Disease (Presented by Sherry Gunderson)
      - b) Antipsychotic Medication Use (Presented by Dave Kessen, Consult. Pharmacist)

- c) Mock Code Blue (Presented by Jeni Johnson, ADON)
  - d) Abuse Prevention (Presented by Connie Hickey, Staff Development)
  - e) Infection Control Update (Presented by Connie Hickey, Staff Development)
- 3) Conferences and Meetings - Sherry Gunderson will attend:
- a) LeadingAge Winter Conference (Madison) - February 29 and March 1
  - b) LeadingAge Board Meeting (Madison) - February 29 (Prior to the conference)
  - c) WACH Meeting - Madison) - March 1 (Following the conference)
- 4) Resident Council Meeting - Tuesday, March 13, at 10:15 a.m. Resident rights will be reviewed.
- c. Finance - Dave Sudmeier

10. Next Meeting Date - The next regular meeting of the Health Services Committee is scheduled for Tuesday, April 3, 2012

11. Adjournment

SRG/tf

\*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 Prct<br>Appropriation Spent | YTD<br>Expenditure | Encumb<br>Amount               | Unencumb<br>Balance | Inv/Enc<br>Amount | Total    |
|------------------|----------------------------------|------------------------------------|--------------------|--------------------------------|---------------------|-------------------|----------|
| 3232500000-64904 | SUNDRY EXPENSE                   | 3,000.00 10.2%                     | 306.40             | 0.01                           | 2,693.59            |                   |          |
|                  | P1200223-PO# 02/29/12 -VN#018251 |                                    |                    | HARRIS ACE HARDWARE            |                     | 116.87            |          |
|                  | P1200283-PO# 02/29/12 -VN#016117 |                                    |                    | SHOPKO INC #130                |                     | 251.37            |          |
|                  | P1200288-PO# 01/31/12 -VN#031623 |                                    |                    | LIVING DESIGN INC              |                     | 280.98            |          |
|                  | P1200848-PO# 02/29/12 -VN#015763 |                                    |                    | ROCK COUNTY HEALTH CARE CENTER |                     | 421.30            |          |
|                  |                                  |                                    |                    | CLOSING BALANCE                | 1,623.07            |                   | 1,070.52 |
| 3272607400-62171 | AMBULANCE                        | 2,000.00 42.4%                     | 848.00             | 0.00                           | 1,152.00            |                   |          |
|                  | P1200902-PO# 01/31/12 -VN#020054 |                                    |                    | LAVIGNE BUS COMPANY INC        |                     | 1,039.25          |          |
|                  |                                  |                                    |                    | CLOSING BALANCE                | 112.75              |                   | 1,039.25 |
| 3272607400-62189 | OTHER MED SERV                   | 5,500.00 0.0%                      | 0.00               | 0.00                           | 5,500.00            |                   |          |
|                  | P1200289-PO# 02/29/12 -VN#028068 |                                    |                    | NORTHERN PROSTHETICS AND ORTHO |                     | 1,618.00          |          |
|                  | P1201234-PO# 01/31/12 -VN#047747 |                                    |                    | MOBILEXUSA                     |                     | 349.72            |          |
|                  |                                  |                                    |                    | CLOSING BALANCE                | 3,532.28            |                   | 1,967.72 |
| 3275007350-63109 | OTHER SUPP/EXP                   | 2,500.00 2.4%                      | 60.00              | 0.07                           | 2,439.93            |                   |          |
|                  | P1201175-PO# 02/29/12 -VN#010233 |                                    |                    | GARY GRIMM AND ASSOCIATES      |                     | 35.95             |          |
|                  |                                  |                                    |                    | CLOSING BALANCE                | 2,403.98            |                   | 35.95    |
| 3275007350-64005 | REHAB SUPPLIES                   | 3,200.00 2.2%                      | 72.10              | 0.00                           | 3,127.90            |                   |          |
|                  | P1200888-PO# 02/29/12 -VN#051339 |                                    |                    | PATTERSON MEDICAL              |                     | 340.30            |          |
|                  |                                  |                                    |                    | CLOSING BALANCE                | 2,787.60            |                   | 340.30   |
| 3280008100-62420 | MACH & EQUIP RM                  | 15,100.00 31.6%                    | 26.95              | 4,750.03                       | 10,323.02           |                   |          |
|                  | P1200271-PO# 02/29/12 -VN#010028 |                                    |                    | ARJO INC                       |                     | 1,318.48          |          |
|                  | P1200846-PO# 02/29/12 -VN#031297 |                                    |                    | EZ WAY INC.                    |                     | 667.90            |          |
|                  | P1200912-PO# 02/29/12 -VN#025888 |                                    |                    | DIRECT SUPPLY EQUIPMENT        |                     | 136.94            |          |
|                  | P1200994-PO# 02/29/12 -VN#041824 |                                    |                    | CAREFOAM                       |                     | 110.01            |          |
|                  | P1201084-PO# 02/29/12 -VN#025888 |                                    |                    | DIRECT SUPPLY EQUIPMENT        |                     | 322.36            |          |
|                  | P1201098-PO# 02/29/12 -VN#045516 |                                    |                    | PRIMUS MEDICAL                 |                     | 890.35            |          |
|                  |                                  |                                    |                    | CLOSING BALANCE                | 6,876.98            |                   | 3,446.04 |
| 3280008100-63100 | OFC SUPP & EXP                   | 5,000.00 15.4%                     | 770.85             | 0.01                           | 4,229.14            |                   |          |
|                  | P1200277-PO# 02/29/12 -VN#011675 |                                    |                    | CARSTENS HEALTH INDUSTRIES INC |                     | 298.84            |          |
|                  |                                  |                                    |                    | CLOSING BALANCE                | 3,930.30            |                   | 298.84   |
| 3280008100-63109 | OTHER SUPP/EXP                   | 11,400.00 47.5%                    | 1,953.22           | 3,467.77                       | 5,979.01            |                   |          |
|                  | P1200280-PO# 02/29/12 -VN#013780 |                                    |                    | KMART CORP #4255               |                     | 30.46             |          |
|                  | P1200281-PO# 02/29/12 -VN#014534 |                                    |                    | MENARDS                        |                     | 92.59             |          |
|                  | P1200786-PO# 02/29/12 -VN#023684 |                                    |                    | SUPPLY COMPANY                 |                     | 298.67            |          |
|                  | P1200848-PO# 02/29/12 -VN#015763 |                                    |                    | ROCK COUNTY HEALTH CARE CENTER |                     | 65.78             |          |
|                  | P1201065-PO# 02/29/12 -VN#041924 |                                    |                    | SETON IDENTIFICATION PRODUCTS  |                     | 259.39            |          |

| Account Number   | Name                             | Yearly Prct<br>Appropriation Spent | YTD<br>Expenditure | Encumb<br>Amount               | Unencumb<br>Balance | Inv/Enc<br>Amount | Total  |
|------------------|----------------------------------|------------------------------------|--------------------|--------------------------------|---------------------|-------------------|--------|
|                  |                                  |                                    |                    |                                | CLOSING BALANCE     | 5,232.12          | 746.89 |
| 3280008100-64000 | MEDICAL SUPPLIES                 | 117,052.00 80.8%                   | 15,903.97          | 78,778.86                      | 22,369.17           |                   |        |
|                  | P1200285-PO# 02/29/12 -VN#030393 |                                    |                    | MERCY ASSISTED CARE INC        |                     | 14.96             |        |
|                  | P1200289-PO# 02/29/12 -VN#028068 |                                    |                    | NORTHERN PROSTHETICS AND ORTHO |                     | 192.00            |        |
|                  | P1201100-PO# 02/29/12 -VN#015103 |                                    |                    | PATTERSON DENTAL COMPANY       |                     | 447.20            |        |
|                  |                                  |                                    |                    |                                | CLOSING BALANCE     | 21,715.01         | 654.16 |
| 3280008400-62420 | MACH & EQUIP RM                  | 2,000.00 0.0%                      | 0.00               | 0.02                           | 1,999.98            |                   |        |
|                  | P1200234-PO# 02/29/12 -VN#015284 |                                    |                    | POMP'S TIRE SERVICE INC        |                     | 244.22            |        |
|                  |                                  |                                    |                    |                                | CLOSING BALANCE     | 1,755.76          | 244.22 |
| 3280008500-63109 | OTHER SUPP/EXP                   | 3,000.00 33.3%                     | 211.32             | 788.68                         | 2,000.00            |                   |        |
|                  | P1200280-PO# 02/29/12 -VN#013780 |                                    |                    | KMART CORP #4255               |                     | 50.00             |        |
|                  |                                  |                                    |                    |                                | CLOSING BALANCE     | 1,950.00          | 50.00  |
| 3280009100-62420 | MACH & EQUIP RM                  | 7,000.00 35.4%                     | 571.73             | 1,907.23                       | 4,521.04            |                   |        |
|                  | P1200207-PO# 02/29/12 -VN#039252 |                                    |                    | ASC1                           |                     | 188.84            |        |
|                  |                                  |                                    |                    |                                | CLOSING BALANCE     | 4,332.20          | 188.84 |
| 3280009300-63109 | OTHER SUPP/EXP                   | 5,000.00 51.1%                     | 1,807.08           | 750.03                         | 2,442.89            |                   |        |
|                  | P1200281-PO# 02/29/12 -VN#014534 |                                    |                    | MENARDS                        |                     | 34.97             |        |
|                  |                                  |                                    |                    |                                | CLOSING BALANCE     | 2,407.92          | 34.97  |
| 3280009500-63200 | PUBL/SUBCR/DUES                  | 11,000.00 41.9%                    | 2,610.00           | 2,000.00                       | 6,390.00            |                   |        |
|                  | P1201236-PO# 02/29/12 -VN#041401 |                                    |                    | WACH WISCONSIN ASSOCIATION OF  |                     | 195.00            |        |
|                  |                                  |                                    |                    |                                | CLOSING BALANCE     | 6,195.00          | 195.00 |
| 3280009500-64200 | TRAINING EXP                     | 8,000.00 12.5%                     | 0.00               | 1,000.02                       | 6,999.98            |                   |        |
|                  | P1201003-PO# 02/29/12 -VN#042475 |                                    |                    | WISCONSIN DIETETIC ASSOCIATION |                     | 200.00            |        |
|                  |                                  |                                    |                    |                                | CLOSING BALANCE     | 6,799.98          | 200.00 |
| 3280009500-64416 | LICENSES                         | 1,000.00 0.0%                      | 0.00               | 0.00                           | 1,000.00            |                   |        |
|                  | 02/29/12 -VN#016134              |                                    |                    | SHUPE,ALETA                    |                     | 86.00             |        |
|                  | 02/29/12 -VN#022977              |                                    |                    | HICKEY, CONSTANCE              |                     | 86.00             |        |
|                  | 02/29/12 -VN#038518              |                                    |                    | MURWIN, JULIE A                |                     | 86.00             |        |
|                  | 02/29/12 -VN#040605              |                                    |                    | KAY, SUSAN S                   |                     | 86.00             |        |
|                  | 02/29/12 -VN#041113              |                                    |                    | NEUMUELLER, VICKI L            |                     | 86.00             |        |
|                  | 02/29/12 -VN#041115              |                                    |                    | WELCH, LAURIE J                |                     | 86.00             |        |
|                  | 02/29/12 -VN#043609              |                                    |                    | BUE, RUSSELL L                 |                     | 86.00             |        |
|                  | 02/29/12 -VN#043696              |                                    |                    | SCHUBRING, ROBIN               |                     | 86.00             |        |
|                  | 02/29/12 -VN#043736              |                                    |                    | THOMAS, AIMEE                  |                     | 86.00             |        |
|                  | 02/29/12 -VN#049285              |                                    |                    | MCKEOWN, CAROL                 |                     | 86.00             |        |
|                  | 02/29/12 -VN#049328              |                                    |                    | MOEN, TRICIA                   |                     | 86.00             |        |

| Account Number           | Name             | Yearly Prort<br>Appropriation Spent | YTD<br>Expenditure             | Encumb<br>Amount | Unencumb<br>Balance | Inv/Enc<br>Amount | Total    |
|--------------------------|------------------|-------------------------------------|--------------------------------|------------------|---------------------|-------------------|----------|
|                          |                  | 02/29/12 -VN#051828                 | CLAYBAKER, CAROL               |                  |                     | 86.00             |          |
|                          |                  | 02/29/12 -VN#051829                 | GREGORIE, SALLY                |                  |                     | 86.00             |          |
|                          |                  | 02/29/12 -VN#051830                 | WALTON, CARMEN                 |                  |                     | 86.00             |          |
|                          |                  | 02/29/12 -VN#051831                 | BALL, KIMBERLY                 |                  |                     | 86.00             |          |
|                          |                  | 02/29/12 -VN#051832                 | JOHNSON, JENNIFER              |                  |                     | 86.00             |          |
|                          |                  | 02/29/12 -VN#051841                 | SULLIVAN, ERIN                 |                  |                     | 86.00             |          |
| <b>*** OVERDRAFT ***</b> |                  | <b>TRANSFER REQUIRED</b>            |                                | CLOSING BALANCE  |                     | -462.00           | 1,462.00 |
| 3280009500-64424         | EMPLOYEE RECOGN. | 2,500.00 0.0%                       | 0.00                           | 0.02             | 2,499.98            |                   |          |
|                          | P1200847-PO#     | 02/29/12 -VN#015764                 | ROCK COUNTY HEALTH CARE CENTER |                  |                     | 8.95              |          |
|                          |                  |                                     | CLOSING BALANCE                |                  | 2,491.03            |                   | 8.95     |
| 3290009910-65109         | OTHER INS        | 40,000.00 87.5%                     | 24,629.00                      | 10,371.00        | 5,000.00            |                   |          |
|                          | P1201000-PO#     | 02/29/12 -VN#032926                 | KALEMBER MD, ROBERT L          |                  |                     | 2,000.00          |          |
|                          |                  |                                     | CLOSING BALANCE                |                  | 3,000.00            |                   | 2,000.00 |
| 3290009940-61920         | PHYSICALS        | 1,500.00 0.0%                       | 0.00                           | 0.00             | 1,500.00            |                   |          |
|                          | P1201235-PO#     | 01/31/12 -VN#030413                 | OCCUPATIONAL HEALTH CENTER     |                  |                     | 69.00             |          |
|                          |                  |                                     | CLOSING BALANCE                |                  | 1,431.00            |                   | 69.00    |
|                          | ROCK HAVEN       |                                     | PROG-TOTAL-PO                  |                  |                     | 14,052.65         |          |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$14,052.65 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

DATE \_\_\_\_\_ CHAIR

**MAR 06 2012**

**ROCK COUNTY**

**SUPPLEMENTAL APPROPRIATIONS - TRANSFERS**

11-118

Transfer No.

Requested by Rock Haven

Sherry Gunderson

2/27/2012

Department

Department Head

Date

**FROM**

**TO**

| ACCOUNT #          | DESCRIPTION                                      | AMOUNT       |
|--------------------|--------------------------------------------------|--------------|
| 32-7260-7400-62180 | RH Contract Service T-18<br>Physical Therapy     | \$ 11,000.00 |
| 32-7260-7400-62185 | RH Contract Service T-18<br>Occupational Therapy | 7,650.00     |
| 32-7260-7400-62186 | RH Contract Service T-18<br>Speech Therapy       | 1,000.00     |

| ACCOUNT #          | DESCRIPTION                            | AMOUNT      |
|--------------------|----------------------------------------|-------------|
| 32-7260-7400-62171 | RH Contract Service T-18<br>Ambulance  | \$ 3,350.00 |
| 32-7260-7400-62176 | RH Contract Service T-18<br>Laboratory | 1,300.00    |
| 32-7260-7400-62179 | RH Contract Service T-18<br>Pharmacy   | 15,000.00   |

**FISCAL NOTE:**

Sufficient funds are available in the above object code for the requested transfer.

**ADMINISTRATIVE NOTE:**

Recommended.



**REQUIRED APPROVAL:**

Governing Committee

Finance Committee

DATE

COMMITTEE CHAIR

File

# ROCK COUNTY TRANSFER REQUESTS

2011 Budget

**TO: FINANCE DIRECTOR**

**REQUESTED BY: Rock Haven**

Department

*Jerry Swanson*  
Department Head Signature

**DATE:**

**2/27/2012**

|    | <b>FROM:</b>                                                                                                                                                   | <b>AMOUNT</b> |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 1) | ACCOUNT #: 32-7260-7400-62180<br>DESCRIPTION: RH CONTRACT SERVICE T-18<br>PHYSICAL THERAPY<br>CURRENT BALANCE: \$11,761<br>PROVIDED BY THE FINANCE DIRECTOR    | \$ 11,000.00  |
| 2) | ACCOUNT #: 32-7260-7400-62185<br>DESCRIPTION: RH CONTRACT SERVICE T-18<br>OCCUPATIONAL THERAPY<br>CURRENT BALANCE: \$7,658<br>PROVIDED BY THE FINANCE DIRECTOR | \$ 7,650.00   |
| 3) | ACCOUNT #: 32-7260-7400-62186<br>DESCRIPTION: RH CONTRACT SERVICE T-18<br>SPEECH THERAPY<br>CURRENT BALANCE: \$1,000<br>PROVIDED BY THE FINANCE DIRECTOR       | \$ 1,000.00   |
| 4) | ACCOUNT #:<br>DESCRIPTION:<br>CURRENT BALANCE:<br>PROVIDED BY THE FINANCE DIRECTOR                                                                             |               |

|  | <b>TO:</b>                                                                           | <b>AMOUNT</b> |
|--|--------------------------------------------------------------------------------------|---------------|
|  | ACCOUNT #: 32-7260-7400-62171<br>DESCRIPTION: RH CONTRACT SERVICE T-18<br>AMBULANCE  | \$ 3,350.00   |
|  | ACCOUNT #: 32-7260-7400-62176<br>DESCRIPTION: RH CONTRACT SERVICE T-18<br>LABORATORY | \$ 1,300.00   |
|  | ACCOUNT #: 32-7260-7400-62179<br>DESCRIPTION: RH CONTRACT SERVICE T-18<br>PHARMACY   | \$ 15,000.00  |
|  | ACCOUNT #:<br>DESCRIPTION:                                                           |               |

**REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC:**

- 1) Fewer Medicare patients receiving Physical Therapy versus budget.
- 2) Fewer Medicare patients receiving Occupational Therapy versus budget.
- 3) Fewer Medicare patients receiving Speech Therapy versus budget.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC:**

- 1) Change in transit billing for patient transportation which is reimbursable and will offset additional cost.
- 2) Higher utilization of Laboratory services than budgeted.
- 3) Higher Medicare patient expense for Pharmacy services than budgeted.

W

**ROCK COUNTY**

**SUPPLEMENTAL APPROPRIATIONS - TRANSFERS**

11-119

Transfer No.

Requested by Rock Haven

Sherry Gunderson

2/27/2012

Department

Department Head

Date

**FROM**

**TO**

| ACCOUNT #          | DESCRIPTION                                                  | AMOUNT      |
|--------------------|--------------------------------------------------------------|-------------|
| 32-8000-8100-64408 | Support Services Materials<br>Disposables                    | \$ 2,100.00 |
| 32-8000-8200-62104 | Support Services Pharmacy<br>Consulting Services             | \$ 1,400.00 |
| 32-8000-9100-63109 | Support Services Food<br>Service Other Supplies<br>& Expense | \$ 1,100.00 |

| ACCOUNT #          | DESCRIPTION                                           | AMOUNT      |
|--------------------|-------------------------------------------------------|-------------|
| 32-8000-8100-64000 | Support Services Materials<br>Medical Supplies        | \$ 1,500.00 |
| 32-8000-8200-63109 | Support Services Pharmacy<br>Other Supplies & Expense | \$ 2,000.00 |
| 32-8000-9100-63111 | Support Services Food<br>Service Paper Products       | \$ 1,100.00 |

**FISCAL NOTE:**

Sufficient funds are available in the above object code for the requested transfer.

**ADMINISTRATIVE NOTE:**

Recommended. *EX*

**REQUIRED APPROVAL:**

Governing Committee

Finance Committee

DATE

COMMITTEE CHAIR

File



# ROCK COUNTY TRANSFER REQUESTS

TO: FINANCE DIRECTOR

2011 Budget

REQUESTED BY: Rock Haven

DATE: 2/27/2012

*Jerry Durkman*

Department Head Signature

| FROM:                                                                                                                                                                    | AMOUNT      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| ACCOUNT #: 32-8000-8100-64408<br>DESCRIPTION: SUPPORT SERVICES MATERIALS<br>DISPOSABLES<br>CURRENT BALANCE: \$ 20,761<br>PROVIDED BY THE FINANCE DIRECTOR                | \$ 2,100.00 |
| ACCOUNT #: 32-8000-8200-62104<br>DESCRIPTION: SUPPORT SERVICES PHARMACY<br>CONSULTING SERVICES<br>CURRENT BALANCE: \$ 1,466<br>PROVIDED BY THE FINANCE DIRECTOR          | \$ 1,400.00 |
| ACCOUNT #: 32-8000-9100-63109<br>DESCRIPTION: SUPPORT SERVICES FOOD SERVICE<br>OTHER SUPPLIES & EXPENSE<br>CURRENT BALANCE: \$ 1,462<br>PROVIDED BY THE FINANCE DIRECTOR | \$ 1,100.00 |
| ACCOUNT #:<br>DESCRIPTION:<br>CURRENT BALANCE:<br>PROVIDED BY THE FINANCE DIRECTOR                                                                                       |             |

| TO:                                                                                                 | AMOUNT      |
|-----------------------------------------------------------------------------------------------------|-------------|
| ACCOUNT #: 32-8000-8100-64000<br>DESCRIPTION: SUPPORT SERVICES MATERIALS<br>MEDICAL SUPPLIES        | \$ 1,500.00 |
| ACCOUNT #: 32-8000-8200-63109<br>DESCRIPTION: SUPPORT SERVICES PHARMACY<br>OTHER SUPPLIES & EXPENSE | \$ 2,000.00 |
| ACCOUNT #: 32-8000-9100-63111<br>DESCRIPTION: SUPPORT SERVICES FOOD SERVICE<br>PAPER PRODUCTS       | \$ 1,100.00 |
| ACCOUNT #:<br>DESCRIPTION:                                                                          |             |

**REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC:**

- 1) Less need for disposables than budgeted.
- 2) Less consulting pharmacy services than budgeted.
- 3) Lower utilization of food service supplies than budgeted.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC:**

- 1) Higher usage of medical supplies than budgeted.
- 2) More need for pharmacy supplies than budgeted.
- 3) Higher usage of paper products in food service allowing for lower usage of other supplies.

**ROCK COUNTY**

**SUPPLEMENTAL APPROPRIATIONS - TRANSFERS**

11-120

Transfer No.

Requested by Rock Haven

Sherry Gunderson

Department

Department Head

2/27/2012

Date

**FROM**

| ACCOUNT #          | DESCRIPTION                                            | AMOUNT       |
|--------------------|--------------------------------------------------------|--------------|
| 32-8000-9500-62451 | Support Services Administration<br>Special Assessments | \$ 22,000.00 |
| 32-8000-9300-62163 | Support Services Environmental<br>Laundry Services     | \$ 800.00    |
| 32-8000-9700-62174 | Support Services Medical Staff<br>Internist            | \$ 7,500.00  |

**TO**

| ACCOUNT #          | DESCRIPTION                                           | AMOUNT       |
|--------------------|-------------------------------------------------------|--------------|
| 32-8000-9300-63404 | Support Services Environmental<br>Janitorial/Cleaning | \$ 22,000.00 |
| 32-8000-9300-64402 | Support Services Environmental<br>Linen Room Supplies | \$ 800.00    |
| 32-8000-9550-64902 | Support Services Med Records<br>Indirect Cost         | \$ 7,500.00  |

**FISCAL NOTE:**

Sufficient funds are available in the above object code for the requested transfer.

**ADMINISTRATIVE NOTE:**

Recommended. *ERK*

**REQUIRED APPROVAL:**

Governing Committee

Finance Committee

**DATE**

**COMMITTEE CHAIR**

File

# ROCK COUNTY TRANSFER REQUESTS

**TO: FINANCE DIRECTOR**

2011 Budget

**REQUESTED BY: Rock Haven**

*Sherry Durdum*  
Department Head Signature

**DATE:**

2/27/2012

| FROM:                                                                                                                                                                                             | AMOUNT       |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| <b>ACCOUNT #:</b> 32-8000-9500-62451<br><b>DESCRIPTION:</b> SUPPORT SERVICES ADMINISTRATION<br>SPECIAL ASSESSMENTS<br><b>CURRENT BALANCE:</b> \$24,749<br><b>PROVIDED BY THE FINANCE DIRECTOR</b> | \$ 22,000.00 |
| <b>ACCOUNT #:</b> 32-8000-9300-62163<br><b>DESCRIPTION:</b> SUPPORT SERVICES ENVIRONMENTAL<br>LAUNDRY SERVICES<br><b>CURRENT BALANCE:</b> \$3,864<br><b>PROVIDED BY THE FINANCE DIRECTOR</b>      | \$ 800.00    |
| <b>ACCOUNT #:</b> 32-8000-9700-62174<br><b>DESCRIPTION:</b> SUPPORT SERVICES MEDICAL STAFF<br>INTERNIST<br><b>CURRENT BALANCE:</b> \$12,447<br><b>PROVIDED BY THE FINANCE DIRECTOR</b>            | \$ 7,500.00  |
| <b>ACCOUNT #:</b><br><b>DESCRIPTION:</b><br><b>CURRENT BALANCE:</b><br><b>PROVIDED BY THE FINANCE DIRECTOR</b>                                                                                    |              |

| TO:                                                                                                               | AMOUNT       |
|-------------------------------------------------------------------------------------------------------------------|--------------|
| <b>ACCOUNT #:</b> 32-8000-9300-63404<br><b>DESCRIPTION:</b> SUPPORT SERVICES ENVIRONMENTAL<br>JANITORIAL/CLEANING | \$ 22,000.00 |
| <b>ACCOUNT #:</b> 32-8000-9300-64402<br><b>DESCRIPTION:</b> SUPPORT SERVICES ENVIRONMENTAL<br>LINEN ROOM SUPPLIES | \$ 800.00    |
| <b>ACCOUNT #:</b> 32-8000-9550-64902<br><b>DESCRIPTION:</b> SUPPORT SERVICES MED RECORDS<br>INDIRECT COST         | \$ 7,500.00  |
| <b>ACCOUNT #:</b><br><b>DESCRIPTION:</b>                                                                          |              |

**REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC:**

- 1) Less nursing home fines than budgeted.
- 2) Lower utilization of laundry services due to fewer patient days.
- 3) Lower utilization of outside medical staff due to fewer patient days.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC:**

- 1) Higher usage of janitorial/cleaning supplies than budgeted.
- 2) Higher utilization of linen room supplies than budgeted.
- 3) Greater cross charge from Human Services for medical records than budgeted.

**ROCK COUNTY**

**SUPPLEMENTAL APPROPRIATIONS - TRANSFERS**

11-121

Transfer No.

Requested by Rock Haven

Sherry Gunderson

Department

Department Head

2/27/2012

Date

**FROM**

**TO**

| ACCOUNT #          | DESCRIPTION                                                       | AMOUNT      |
|--------------------|-------------------------------------------------------------------|-------------|
| 32-9000-9910-65109 | General Service Insurance<br>Other Insurance                      | \$ 600.00   |
| 32-9000-9940-61710 | General Service Emp<br>Benefits<br>Workers Compensation           | \$ 7,500.00 |
| 32-9000-9940-61915 | General Service Emp<br>Benefits Certifications/<br>Licenses/Other | \$ 800.00   |

| ACCOUNT #          | DESCRIPTION                                   | AMOUNT      |
|--------------------|-----------------------------------------------|-------------|
| 32-9000-9910-65103 | General Service Insurance<br>Public Liability | \$ 600.00   |
| 32-9000-9940-61720 | General Service Emp<br>Benefits Unemployment  | \$ 2,000.00 |
| 32-9000-9940-63406 | General Service Emp<br>Clothing & Uniforms    | \$ 6,300.00 |

**FISCAL NOTE:**

Sufficient funds are available in the above object code for the requested transfer.

**ADMINISTRATIVE NOTE:**

Recommended. *EX*

**REQUIRED APPROVAL:**

Governing Committee

Finance Committee

DATE

COMMITTEE CHAIR

File

# ROCK COUNTY TRANSFER REQUESTS

TO: FINANCE DIRECTOR

2011 Budget

REQUESTED BY: Rock Haven

*Tracy Anderson*  
Department Head Signature

DATE:

2/27/2012

Department

| FROM:                                                                                                                                                                          | AMOUNT      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 1) ACCOUNT #: 32-9000-9910-65109<br>DESCRIPTION: GENERAL SERVICE INSURANCE<br>OTHER INSURANCE<br>CURRENT BALANCE: \$5,321<br>PROVIDED BY THE FINANCE DIRECTOR                  | \$ 600.00   |
| 2) ACCOUNT #: 32-9000-9940-61710<br>DESCRIPTION: GENERAL SERVICE EMP BENEFITS<br>WORKERS COMPENSATION<br>CURRENT BALANCE: \$111,265<br>PROVIDED BY THE FINANCE DIRECTOR        | \$ 7,500.00 |
| 3) ACCOUNT #: 32-9000-9940-61915<br>DESCRIPTION: GENERAL SERVICE EMP BENEFITS<br>CERTIFICATIONS/LICENSES/OTHER<br>CURRENT BALANCE: \$1,230<br>PROVIDED BY THE FINANCE DIRECTOR | \$ 800.00   |
| 4) ACCOUNT #:<br>DESCRIPTION:<br>CURRENT BALANCE:<br>PROVIDED BY THE FINANCE DIRECTOR                                                                                          |             |

| TO:                                                                                               | AMOUNT      |
|---------------------------------------------------------------------------------------------------|-------------|
| ACCOUNT #: 32-9000-9910-65103<br>DESCRIPTION: GENERAL SERVICE INSURANCE<br>PUBLIC LIABILITY       | \$ 600.00   |
| ACCOUNT #: 32-9000-9940-61720<br>DESCRIPTION: GENERAL SERVICE EMP BENEFITS<br>UNEMPLOYMENT        | \$ 2,000.00 |
| ACCOUNT #: 32-9000-9940-63406<br>DESCRIPTION: GENERAL SERVICE EMP BENEFITS<br>CLOTHING & UNIFORMS | \$ 6,300.00 |
| ACCOUNT #:<br>DESCRIPTION:                                                                        |             |

**REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC:**

- 1) Less other insurance expense such as medical liability than budgeted.
- 2) Less workers compensation expense than budgeted.
- 3) Less expense for licenses than budgeted.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC:**

- 1) Higher public liability expense such as WMMIC than budgeted.
- 2) Higher unemployment expense than budgeted.
- 3) Clothing and uniforms were not budgeted and were added as an expense after adoption of the 2011 budget.



# RESOLUTION

**ROCK COUNTY BOARD**



**OF SUPERVISORS**

Health Services Committee  
INITIATED BY

Sherry Gunderson  
DRAFTED BY

Health Services Committee  
SUBMITTED BY

February 20, 2012  
DATE DRAFTED

## TITLE

RECOGNIZING BILLIE ZIELKE FOR SERVICE TO ROCK COUNTY HEALTH CARE CENTER/ROCK HAVEN

1. WHEREAS, Billie Zielke has served the citizens of Rock County over the past 34
2. years, 9 months as a dedicated and valued employee of Rock County; and,
- 3.
4. WHEREAS, Billie Zielke began her career with Rock County Health Care Center as a
5. Laundry Worker on July 12, 1977 then moved into the position of Assistant Laundry
6. Supervisor on August 20, 1984; and,
- 7.
8. WHEREAS, Billie Zielke took a position as Building Services Worker on August 3,
9. 1987 after the Laundry was closed down; and,
- 10.
11. WHEREAS, Billie Zielke held that position until February 20, 1989 when she
12. assumed the position of Activity Therapy Aide; and,
- 13.
14. WHEREAS, Billie Zielke took an Environmental Service Worker position on January
15. 1, 1991 then moved into the position of Linen Distributor/Environmental Service
16. Worker on November 20, 1994; and
- 17.
18. WHEREAS, Billie Zielke performed those duties in a conscientious manner,
19. cheerfully interacting with residents and staff, until her retirement on April 2,
20. 2012; and,
- 21.
22. WHEREAS, the Rock County Board of Supervisors, representing the citizens of Rock
23. County, wishes to commend Billie Zielke for her long and faithful service.
- 24.
25. NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly
26. assembled this \_\_\_\_\_ of \_\_\_\_\_, 2012 does hereby recognize Billie
27. Zielke for her 34 years, 9 months of service and extend their best wishes to her
28. in her future endeavors; and,
- 29.
30. BE IT FURTHER RESOLVED, that the County Clerk be authorized and directed to
31. furnish a copy of this resolution to Billie Zielke.

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

HEALTH SERVICES COMMITTEE

\_\_\_\_\_  
J. Russell Podzilni, Chair

\_\_\_\_\_  
Betty Jo Bussie, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
Robert Fizzell, Vice Chair

\_\_\_\_\_  
Betty Jo Bussie

\_\_\_\_\_  
Mary Beaver

\_\_\_\_\_  
Eva Arnold

\_\_\_\_\_  
Brent Fox

\_\_\_\_\_  
Ivan Collins

\_\_\_\_\_  
Deloyde Sanders

\_\_\_\_\_  
Marilynn Jensen

\_\_\_\_\_  
Kurtis Yankee

\_\_\_\_\_  
Henry Brill

\_\_\_\_\_  
Louis Peer

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# Rock Haven Admissions/Discharges/Census - 2012

| ADMISSIONS   |           |           |           |            |
|--------------|-----------|-----------|-----------|------------|
|              | CCU       | Dementia  | CMI/GP    | Total      |
| January      | 3         | 1         | 4         | 8          |
| February     | 8         | 0         | 4         | 12         |
| March        | 8         | 0         | 2         | 10         |
| April        | 8         | 0         | 1         | 9          |
| May          | 6         | 0         | 1         | 7          |
| June         | 11        | 1         | 2         | 14         |
| July         | 12        | 1         | 1         | 13         |
| 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         |
| <b>Total</b> | <b>89</b> | <b>12</b> | <b>27</b> | <b>127</b> |

1/31/2012  
2/28/2011  
3/31/2011  
4/30/2011  
5/31/2011  
6/30/2011  
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          | 4         | 1         | 3         | 8          |
| March             | 5         | 1         | 2         | 8          |
| April             | 5         | 0         | 2         | 7          |
| May               | 11        | 2         | 2         | 15         |
| June              | 7         | 3         | 1         | 11         |
| 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         |
| <b>Total</b>      | <b>79</b> | <b>18</b> | <b>24</b> | <b>121</b> |

1/31/2012  
2/28/2011  
3/31/2011  
4/30/2011  
5/31/2011  
6/30/2011  
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         | 40        | 44        | 43        | 127        |
| March            | 41        | 44        | 44        | 129        |
| April            | 42        | 44        | 44        | 130        |
| May              | 36        | 42        | 44        | 122        |
| June             | 39        | 43        | 43        | 125        |
| 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        |
| <b>Budget</b>    | <b>41</b> | <b>43</b> | <b>44</b> | <b>128</b> |
| <b>Capacity*</b> | <b>42</b> | <b>44</b> | <b>44</b> | <b>130</b> |

1/31/2012  
2/28/2011  
3/31/2011  
4/30/2011  
5/31/2011  
6/30/2011  
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



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|                  |                    | PATIENT DAYS  |               |                 | PATIENT DAYS  |               |                 | % OVER/<br>-UNDER | OVER/<br>-UNDER | % OVER/<br>-UNDER |
|------------------|--------------------|---------------|---------------|-----------------|---------------|---------------|-----------------|-------------------|-----------------|-------------------|
|                  |                    | ACTUAL<br>MTD | BUDGET<br>MTD | OVER/<br>-UNDER | ACTUAL<br>YTD | BUDGET<br>YTD | OVER/<br>-UNDER |                   |                 |                   |
| TOTAL ROCK HAVEN | MEDICARE           | 290           | 248           | 42              | 290           | 248           | 16.94           | 42                | 42              | 16.94             |
|                  | SNF                | 290           | 248           | 42              | 290           | 248           | 16.94           | 42                | 42              | 16.94             |
|                  | TOTAL              | 290           | 248           | 42              | 290           | 248           | 16.94           | 42                | 42              | 16.94             |
|                  | HOSPICE            | 110           | 93            | 17              | 110           | 93            | 18.28           | 17                | 17              | 18.28             |
|                  | SNF                | 110           | 93            | 17              | 110           | 93            | 18.28           | 17                | 17              | 18.28             |
|                  | TOTAL              | 110           | 93            | 17              | 110           | 93            | 18.28           | 17                | 17              | 18.28             |
|                  | MEDICAL ASSISTANCE | 3170          | 3317          | -147            | 3170          | 3317          | -4.43           | -147              | -147            | -4.43             |
|                  | SNF                | 3170          | 3317          | -147            | 3170          | 3317          | -4.43           | -147              | -147            | -4.43             |
|                  | TOTAL              | 3170          | 3317          | -147            | 3170          | 3317          | -4.43           | -147              | -147            | -4.43             |
|                  | PRIVATE PAY        | 342           | 279           | 63              | 342           | 279           | 22.58           | 63                | 63              | 22.58             |
|                  | SNF                | 342           | 279           | 63              | 342           | 279           | 22.58           | 63                | 63              | 22.58             |
|                  | TOTAL              | 342           | 279           | 63              | 342           | 279           | 22.58           | 63                | 63              | 22.58             |
| TOTAL ROCK HAVEN |                    | 3912          | 3937          | -25             | 3912          | 3937          | -0.64           | -25               | -25             | -0.64             |

|                    | AVERAGE DAILY PATIENTS |        |        |         | AVERAGE DAILY PATIENTS |        |        |         |       |
|--------------------|------------------------|--------|--------|---------|------------------------|--------|--------|---------|-------|
|                    | ACTUAL                 | BUDGET | OVER/  | % OVER/ | ACTUAL                 | BUDGET | OVER/  | % OVER/ |       |
|                    | MTD                    | MTD    | -UNDER | -UNDER  | YTD                    | YTD    | -UNDER | -UNDER  |       |
| TOTAL ROCK HAVEN   |                        |        |        |         |                        |        |        |         |       |
| MEDICARE           |                        |        |        |         |                        |        |        |         |       |
|                    | SNF                    | 9.35   | 8.00   | 1.35    | 16.94                  | 9.35   | 8.00   | 1.35    | 16.94 |
|                    | TOTAL                  | 9.35   | 8.00   | 1.35    | 16.94                  | 9.35   | 8.00   | 1.35    | 16.94 |
| HOSPICE            |                        |        |        |         |                        |        |        |         |       |
|                    | SNF                    | 3.55   | 3.00   | 0.55    | 18.28                  | 3.55   | 3.00   | 0.55    | 18.28 |
|                    | TOTAL                  | 3.55   | 3.00   | 0.55    | 18.28                  | 3.55   | 3.00   | 0.55    | 18.28 |
| MEDICAL ASSISTANCE |                        |        |        |         |                        |        |        |         |       |
|                    | SNF                    | 102.26 | 107.00 | -4.74   | -4.43                  | 102.26 | 107.00 | -4.74   | -4.43 |
|                    | TOTAL                  | 102.26 | 107.00 | -4.74   | -4.43                  | 102.26 | 107.00 | -4.74   | -4.43 |
| PRIVATE PAY        |                        |        |        |         |                        |        |        |         |       |
|                    | SNF                    | 11.03  | 9.00   | 2.03    | 22.58                  | 11.03  | 9.00   | 2.03    | 22.58 |
|                    | TOTAL                  | 11.03  | 9.00   | 2.03    | 22.58                  | 11.03  | 9.00   | 2.03    | 22.58 |
| TOTAL ROCK HAVEN   |                        |        |        |         |                        |        |        |         |       |
|                    |                        | 126.19 | 127.00 | -0.81   | -0.64                  | 126.19 | 127.00 | -0.81   | -0.64 |