

ROCK COUNTY, WISCONSIN



Rock Haven  
P.O. Box 920  
Janesville, Wisconsin 53547-0920  
Phone 608-757-5076  
Fax 608-757-5026

**HEALTH SERVICES COMMITTEE**  
**Wednesday, October 14, 2020 at 9:00 a.m.**  
**CALL: 1-312-626-6799**  
**MEETING ID: 810 4651 3440**

Topic: Health Service Committee

Time: October 14, 2020 09:00 AM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81046513440?pwd=UmNVRXBYdkNIWnQ0MU45eFdGR28rdz09>

Meeting ID: 810 4651 3440

Passcode: 089782

One tap mobile

+13126266799,,81046513440#,,,,,0#,,089782# US (Chicago)

+13017158592,,81046513440#,,,,,0#,,089782# US (Germantown)

### Dial by your location

+1 312 626 6799 US (Chicago)

+1 301 715 8592 US (Germantown)

Meeting ID: 810 4651 3440

Passcode: 089782

Find your local number: <https://us02web.zoom.us/u/kcH0kkZSn2>

If you are interested in providing public comments on items on this agenda, you must submit your comments by Tuesday, October 13, 2020 by 1pm. To submit a public comment use the following email: [lynch@co.rock.wi.us](mailto:lynch@co.rock.wi.us).

### Join from a telephone:

- On your phone, dial the phone number provided above
- Enter the meeting ID number when prompted, using your dial-pad.
- Please note that long-distance charges may apply. This is not a toll-free number.
- Supervisors: Please identify yourself by name
- Please mute your phone when you are not speaking to minimize background noises
- We are new at holding meetings this way, so please be patient

Instructions for the hearing impaired –

<https://support.zoom.us/hc/en-us/articles/207279736-Getting-started-with-closed-captioning>

Please contact Michelle at (608)757-5076 if you are going to be late or if you will not be able to attend the meeting.

**HEALTH SERVICE COMMITTEE**  
**Wednesday, October 14, 2020 – 09:00 A.M.**

**AGENDA**

1. Call to Order
2. Adoption of Agenda
3. Approval of Minutes – September 9, 2020
4. Introductions, Citizen Participation, Communications and Announcements
5. Information Item: Review of Payments
6. **Action Item:** Budget Transfers
7. Finance – Joanne Foss
8. Nursing Home Administrator Reports
9. Staff Member Reports
10. Old Business
  - a. Information: COVID-19 Testing Requirements and Visitation Regulations
11. New Business
  - a. Information Item: Taya Walk to be added to Rock Haven's Accounts
  - b. Information Item: Semi-Annual Report – Attendance at Conventions/Conferences
  - c. Information Item: Interim Medical Director
  - d. Information Item: Clinical Focus for August
  - e. Information Item: 2021 Budget Request Presentation
  - f. **Action Item:** Resolution Recognizing Colleen Reed for years of service to Rock Haven
  - g. **Action Item:** Resolution Recognizing Catherine Smith for service to Rock Haven
  - h. **Action Item:** Resolution Recognizing Diane Paul for service to Rock Haven
12. Reports
  - a. Census
13. Committee Requests
14. Next Meeting Date – The next regular meeting of the Health Services Committee will be Wednesday, November 11, 2020 at 9:00 a.m. via Zoom meeting.
15. Adjournment

\*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.

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail [countyadmin@co.rock.wi.us](mailto:countyadmin@co.rock.wi.us) at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.

## HEALTH SERVICES COMMITTEE

September 9, 2020

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 and Bomkamp

COMMITTEE MEMBERS NOT PRESENT: Supervisor Leavy

STAFF MEMBERS PRESENT: Taya Walk, NHA; Sara Beran, Director of Nursing; David Froeber, Facilities Superintendent; Michelle Lynch, Admin Secretary; Madeline Wiger, Admissions

OTHERS PRESENT: Richard Bostwick, County Board Vice Chair; Terri Carlson, Risk Management

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

APPROVAL OF MINUTES – August 12, 2020 – Supervisor Bomkamp moved approval of the August 12, 2020 minutes, second by Supervisor Schulz. APPROVED

INTRODUCTIONS, CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS – Supervisor Schulz stated that there is a WCA meeting November 13, 2020 and if anyone wants to contact her to add anything to the agenda.

REVIEW OF PAYMENTS – Committee reviewed payments.

BUDGET TRANSFERS – None

FINANCE – Joanne Foss was not in attendance. No report.

NURSING HOME ADMINISTRATOR REPORTS – A copy of the Administrator's report was provided and discussed.

STAFF MEMBER REPORTS – None

OLD BUSINESS –

COVID-19 – Taya Walk, NHA stated that Rock Haven will be testing more frequently because of high positive levels in Rock County. Porch visits are still occurring with family.

ROCK HAVEN SURVEY AUGUST 26, 2020 – Rock Haven received an infection control complaint for porch visits and essential appointments. It was a 1 day review. The complaint was unsubstantiated and no fines.

LEADING CHOICE NETWORK – Leading Choice Network was explained by Sara Beran, DON.

NHA OPERATIONAL ASSESSMENT – Taya Walk, NHA and the other managers have been updating the nursing home operational assessment. This is something that CMS has mandated for all nursing homes. This is given to the state surveyors when asked for it, during a survey.

FALL FESTIVAL – Madeline Wiger setup a fall festival for the staff and residents on September 17, 2020.

RESOLUTION RECOGNIZING DIANA HUCKSTEP FOR YEARS OF SERVICE TO ROCK HAVEN – Supervisor Beaver moved approval of the resolution recognizing Diana Huckstep for years of service to Rock Haven, second by Supervisor Bomkamp. APPROVED

RESOLUTION RECOGNIZING CAROLYN DIECE FOR YEARS OF SERVICE TO ROCK HAVEN – Supervisor Bomkamp moved approval of the resolution recognizing Carolyn Diece for years of service to Rock Haven, second by Supervisor Beaver. APPROVED.

RESOLUTION RECOGNIZING SANDRA SAUTER FOR YEARS OF SERVICE TO ROCK HAVEN – Supervisor Beaver moved approval of the resolution recognizing Sandra Sauter for years of service to Rock Haven, second by Supervisor Schulz. APPROVED.

RESOLUTION RECOGNIZING SHARI BURNETT FOR YEARS OF SERVICE TO ROCK HAVEN – Supervisor Bomkamp moved approval of the resolution recognizing Shari Burnett for years of service to Rock Haven, second by Supervisor Schulz. APPROVED.

REPORTS -

CENSUS – Currently there are 98 residents.

COMMITTEE REQUESTS – None

NEXT MEETING DATE – The next regular meeting of the Health Service Committee is scheduled for Wednesday, October 14, 2020 at 9 a.m. via Zoom.

ADJOURNMENT – Supervisor Bomkamp moved to adjourn at 9:59 a.m., second by Supervisor Beaver. ADOPTED by acclamation.

Respectfully submitted,  
Michelle Lynch

NOT OFFICIAL UNTIL APPROVED BY THE COMMITTEE

ROCK COUNTY

**COMMITTEE REVIEW REPORT  
WITH DESCRIPTION**  
FOR THE MONTH OF SEPTEMBER 2020

09/24/2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
32-8000-9100-64105	Groceries	P2000547	09/24/2020	GORDON FOOD SERVICE	GROCERY	29.99
Support Services-Food Service PROG TOTAL						29.99

I have reviewed the preceding payments in the total amount of **\$29.99**

Date: \_\_\_\_\_  
Dept Head \_\_\_\_\_  
Committee Chair \_\_\_\_\_

ROCK COUNTY

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09/24/2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
32-4000-0000-63111	Paper Products					
		P2000547	09/17/2020	GORDON FOOD SERVICE	PAPER PRODUCTS	63.92
		P2001812	09/24/2020	SHARP PACKAGING SYSTEMS INC	FREIGHT	1,014.07
32-4000-0000-64000	Medical Supplies					
		P2000456	09/17/2020	ARAMARK UNIFORM SERVICES INC	COVID MED SUPPLIES	143.91
		P2000486	09/24/2020	DIRECT SUPPLY EQUIPMENT	COVID N95 MASKS	10,723.60
		P2000495	09/03/2020	MCKESSON MEDICAL SURGICAL MN S	COVID MED SUPPLIES	1,215.36
<b>RH COVID-19 Response PROG TOTAL</b>						<b>13,160.86</b>
32-7260-7400-62171	Ambulance					
		P2000545	09/17/2020	LAVIGNE BUS COMPANY INC	TRANSPORTATION	268.00
32-7260-7400-62176	Laboratory					
		P2000552	09/17/2020	MERCY HEALTH SYSTEM	LAB	1,028.40
32-7260-7400-62179	Pharmacy					
		P2000592	09/17/2020	THRIFTY WHITE PHARMACY	PHARMACY	2,209.77
32-7260-7400-62180	PHYSICAL THERAPY					
		P2000538	09/17/2020	GENESIS REHABILITATION SERVICE	PT	25,399.64
32-7260-7400-62185	Occupational					
		P2000538	09/17/2020	GENESIS REHABILITATION SERVICE	OT	14,261.43
32-7260-7400-62186	Speech Therapy					
		P2000538	09/17/2020	GENESIS REHABILITATION SERVICE	ST	2,465.63
32-7260-7400-62189	Other Medical					
		P2000448	09/17/2020	BELOIT MEMORIAL HOSPITAL	OTHER MED SERVICES	44.83
<b>RH Contract Services T-18 PROG TOTAL</b>						<b>45,677.70</b>
32-7500-7350-63109	Other Supplies					
		P2000565	09/24/2020	ROCK COUNTY HEALTH CARE CENTER	REC THERAPY BINGO	85.50
32-7500-7350-64300	Rec Therapy					
		P2000307	09/17/2020	CHARTER COMMUNICATIONS	REC THERAPY CABLE TV	1,371.80
<b>Program Service Administration PROG TOTAL</b>						<b>1,457.30</b>
32-8000-8100-63100	Office&Misc Exp					
		P2000590	09/17/2020	US BANK	OFFICE SUPPLIES	648.78
32-8000-8100-63101	Postage					

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09/24/2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
		P2000566	09/24/2020	ROCK COUNTY HEALTH CARE CENTER	POSTAGE	44.00
32-8000-8100-63104	Print/Duplicate	P2000590	09/17/2020	US BANK	POSTAGE	52.70
		P2000590	09/17/2020	US BANK	PRINTING & DUPLICATING	189.89
32-8000-8100-63109	Other Supplies	P2000547	09/17/2020	GORDON FOOD SERVICE	OTHER SUPPLIES & EXP	358.51
		P2000565	09/03/2020	ROCK COUNTY HEALTH CARE CENTER	MISSING CLOTHING	50.00
32-8000-8100-64000	Medical Supplies	P2000566	09/17/2020	ROCK COUNTY HEALTH CARE CENTER	DISTILLED WATER	4.80
		P2000486	09/17/2020	DIRECT SUPPLY EQUIPMENT	MED SUPPLIES	1,626.00
		P2000495	09/17/2020	MCKESSON MEDICAL SURGICAL MN S	MED SUPPLIES	4,108.07
		P2000546	09/24/2020	MEDLINE INDUSTRIES INC	EXAM GLOVES	293.24
		P2000573	09/17/2020	PROFESSIONAL MEDICAL INC	MED SUPPLIES	1,097.34
		P2000574	09/24/2020	PERFORMANCE HEALTH SUPPLY INC	MED SUPPLIES	337.16
32-8000-8100-64003	Oxygen Supplies	P2000590	09/17/2020	US BANK	MED SUPPLIES	80.78
32-8000-8100-64408	Disposables	P2000578	09/17/2020	NORTHWEST RESPIRATORY SERVICES	OXYGEN	740.00
		P2000495	09/03/2020	MCKESSON MEDICAL SURGICAL MN S	DISPOSABLES	257.88
		P2000498	09/17/2020	CONCORDANCE HEALTHCARE SOLUTIO	DISPOSABLES	1,648.75
		P2000573	09/24/2020	PROFESSIONAL MEDICAL INC	DISPOSABLES	7,128.76
<b>Support Service Materials PROG TOTAL</b>						<b>18,666.66</b>
32-8000-8200-62104	Consult Services	P2000592	09/17/2020	THRIFTY WHITE PHARMACY	CONSULTING SERVICES	940.00
32-8000-8200-63109	Other Supplies	P2000588	09/17/2020	ROCK MED LTC PHARMACY	OTHER SUPPLIES & EXP	22.09
		P2000592	09/17/2020	THRIFTY WHITE PHARMACY	OTHER SUPPLIES & EXP	2,854.92
<b>Support Service-Pharmacy PROG TOTAL</b>						<b>3,817.01</b>
32-8000-9100-63109	Other Supplies	P2000302	09/17/2020	BANDT COMMUNICATIONS INC	5W 64 CH BASIC ANALOG RADIO	261.00
		P2000547	09/17/2020	GORDON FOOD SERVICE	OTHER SUPPLIES	221.83



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Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
		P2000594	09/24/2020	SYSCO FOODS OF BARABOO LLC	OTHER SUPPLIES	234.54
32-8000-9100-63111	Paper Products	P2000590	09/17/2020	US BANK	PAPER PRODUCTS	73.92
		P2000594	09/24/2020	SYSCO FOODS OF BARABOO LLC	PAPER PRODUCTS	150.86
32-8000-9100-64102	Dairy	P2000493	09/24/2020	COUNTRY QUALITY DAIRY	DAIRY	2,562.45
		P2000547	09/24/2020	GORDON FOOD SERVICE	DAIRY	254.39
		P2000594	09/24/2020	SYSCO FOODS OF BARABOO LLC	DAIRY	957.20
32-8000-9100-64105	Groceries	P2000540	09/17/2020	KWIK TRIP INC	GROCERY	141.44
		P2000547	09/24/2020	GORDON FOOD SERVICE	GROCERY	4,357.84
		P2000572	09/24/2020	PAN-O-GOLD BAKING CO	BREAD	641.31
		P2000590	09/17/2020	US BANK	GROCERY	114.16
		P2000591	09/24/2020	TROPIC JUICES INC	JUICE	899.25
		P2000594	09/24/2020	SYSCO FOODS OF BARABOO LLC	GROCERY	4,620.84
32-8000-9100-64107	Meat	P2000547	09/24/2020	GORDON FOOD SERVICE	MEAT	1,406.71
		P2000594	09/24/2020	SYSCO FOODS OF BARABOO LLC	MEAT	1,613.43
32-8000-9100-64109	Supplements	P2000547	09/24/2020	GORDON FOOD SERVICE	OTHER SUPPLIES	57.68
		P2000590	09/17/2020	US BANK	SUPPLEMENTS	63.96
		P2000594	09/24/2020	SYSCO FOODS OF BARABOO LLC	SUPPLEMENTS	645.79
<b>Support Services-Food Service PROG TOTAL</b>						<b>19,278.60</b>
32-8000-9200-62420	Mach/Equip R&M	P2000302	09/17/2020	BANDT COMMUNICATIONS INC	LABOR TROUBLESHOOT RADIO	200.00
		P2000303	09/03/2020	ASC1 INC	MACHINERY REPAIR SUPPLIES	591.35
		P2000316	09/03/2020	EZ WAY INC	EZ LIFT REPLACEMENT PARTS	88.00
		P2000330	09/17/2020	HOME DEPOT PRO,THE	VALVE, WATER COMPLETE	101.78
		P2000338	09/17/2020	LAND AND WHEELS	MACHINERY EQUIP	182.40
		P2000340	09/17/2020	US BANK	MACHINERY EQUIP	508.19
32-8000-9200-62450	Grounds Imp R&M	P2000314	09/17/2020	DVORAK LANDSCAPE SUPPLY LLC	MULCH	777.74

ROCK COUNTY

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Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
32-8000-9200-62460	BLDG SERV R&M					
		P2000311	09/03/2020	COMMUNICATION ENGINEERING COMP	SERVICE PART REPLACEMENT	1,150.00
		P2000352	09/17/2020	TAS COMMUNICATIONS INC	E-ALARM	39.50
32-8000-9200-62463	File Alarm					
		P2000297	09/03/2020	ABC FIRE AND SAFETY INC	FIRE EXTINGUISHER ANNUAL MAINT	159.50
32-8000-9200-62470	Building R&M					
		P2000310	09/24/2020	DEGARMO PLUMBING INC	ANNUAL RP TEST	917.00
		P2000320	09/17/2020	HALLMAN LINDSAY INC	PAINT	149.94
		P2000340	09/17/2020	US BANK	REPAIR & MAINT	540.86
32-8000-9200-63109	Other Supplies					
		P2000327	09/17/2020	HOH WATER TECHNOLOGY INC	OTHER SUPPLIES	505.00
		P2000340	09/17/2020	US BANK	OTHER SUPPLIES & EXP	256.86
		P2000346	09/24/2020	MENARDS	OTHER SUPPLIES & EXP	215.34
<b>Support Service-Maintenance PROG TOTAL</b>						<b>6,383.46</b>
32-8000-9300-62163	Laundry					
		P2000456	09/17/2020	ARAMARK UNIFORM SERVICES INC	LAUNDRY	5,550.44
32-8000-9300-62164	Disposal Service					
		P2000575	09/17/2020	OFFICE PRO INC	SHREDDING SERVICE	298.01
		P2001070	09/17/2020	HEALTHCARE WASTE MANAGEMENT IN	MED WASTE	99.35
32-8000-9300-63109	Other Supplies					
		P2000547	09/17/2020	GORDON FOOD SERVICE	ES SUPPLIES	53.12
		P2001792	09/17/2020	THERMOPATCH CORPORATION	TC3422-01P LABELS AND	269.82
32-8000-9300-63111	Paper Products					
		P2000495	09/17/2020	MCKESSON MEDICAL SURGICAL MN S	PAPER PRODUCTS	1,589.22
		P2000573	09/24/2020	PROFESSIONAL MEDICAL INC	PLASTIC LINERS	2,540.27
		P2000590	09/17/2020	US BANK	PAPER PRODUCTS	1,360.40
32-8000-9300-63404	Janitor/Cleaning					
		P2000580	09/24/2020	NASSCO INC	CLEANING SUPPLIES	9.27
32-8000-9300-64409	Furnishings					
		P2000590	09/17/2020	US BANK	FURNISHINGS	52.92
<b>Support Services-Environmental PROG TOTAL</b>						<b>11,822.82</b>

32-8000-9500-62104 Consult Services  
COMMITTEE: HS - ROCK HAVEN

ROCK COUNTY

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Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
		P2000584	09/17/2020	SPECIALIZED MEDICAL SERVICES	CONSULTING SERVICES	337.50
32-8000-9500-62189	Other Medical					
		P2000577	09/17/2020	NURSES PRN	AGENCY NURSES	11,116.93
32-8000-9500-63200	Pubs/Subs/Dues					
		P2000590	09/17/2020	US BANK	MDS INNOVATION TEAM MEMBERSHIP	250.00
32-8000-9500-64415	Provider Tax					
		P2000597	09/17/2020	WISCONSIN DEPARTMENT OF HEALTH	PROVIDER TAX	21,760.00
32-8000-9500-67120	Capital Assets					
		P2001688	09/17/2020	THERMOPATCH CORPORATION	EOS-110-CAB THERMAL PRINTER	1,120.34
					<b>Support Service-Administration PROG TOTAL</b>	<b>34,584.77</b>
32-8000-9700-62174	Internist					
		P2000589	09/17/2020	WEST MD,WILLIAM PETER	INTERNIST	10,512.50
					<b>Support Services-Medical Staff PROG TOTAL</b>	<b>10,512.50</b>
32-9000-9940-61920	Physicals					
		P2000576	09/17/2020	OCCUPATIONAL HEALTH CENTER	PHYSICALS	92.00
					<b>General Service Emp Benefits PROG TOTAL</b>	<b>92.00</b>

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<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Inv/Enc Amt</u>
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I have reviewed the preceding payments in the total amount of **\$165,453.68**

Date: \_\_\_\_\_ Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

ROCK COUNTY

**COMMITTEE REVIEW REPORT  
WITH DESCRIPTION**  
FOR THE MONTH OF SEPTEMBER 2020


09/24/2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
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**REPORT COMPLETE!**

Report Total: 165,483.67

For Job Numbers: 2089942, 2094607, 2094610, 2094614, 2097022, 2097038

To: Taya Walk  
From: Joanne Foss   
Date: September 24, 2020  
Subject: Rock Haven 2nd Quarter 2020 Financial Results

Attached please find a schedule showing the 2nd quarter 2020 financial results for Rock Haven compared to the 2020 budget. Figures shown are through June. Through the end of the 2nd quarter we should be at 50% of our budget. Following are explanations for some items that are different than expected:

**Revenues:**

- **Rents & Commissions are under.** This is for commissions we received from our vending machine. We budgeted to receive \$75/month but averaged \$53/month through the 2nd quarter.
- **Intergovernmental Charges – Federal is under. Medicare is under.** Medicare was budgeted for 15 patients per day, through the 2nd quarter of 2020 we averaged 7 patients per day.
- **Miscellaneous General Revenue is under.** This is for miscellaneous revenue including rebates and recycling. We budgeted to receive approximately 833/month and through the 2nd quarter we averaged 544/month. Beauty and Barber services was budgeted at \$666/month and through the 2nd quarter we averaged 407/month. This account is very dependent on the type of patient in the facility.

Overall total revenues were at 52% which is 2% over our 2nd quarter projections.

**Expenses:**

- **Overtime Wages are over.** While productive wages are under in expenses through the 2nd quarter overtime wages were over for RN's at Limestone Court (75%), RN's at Sandstone Court (115%), LPN's at Limestone Court (102%), LPN's at Sandstone Court (105%), CNA's at Limestone Court (76%), CNA's at Sandstone Court (61%), RN Supervisors (56%), and ES (168%).
- **Per Diems is over.** This is for per diem paid to members of the Health Services Committee. As explained in the 1<sup>st</sup> quarter, changes in committee members when the budget was originally prepared contribute to an increase.
- **Compensation is over.** As explained in the 1<sup>st</sup> quarter, this is an annual charge for Worker's Compensation cross-charged in the 1<sup>st</sup> quarter.
- **Other Personal Services are over.** Charges for physicals for new staff were budgeted for \$333/month and actual expenses averaged \$407/month through the 2<sup>nd</sup> quarter.
- **Professional Services are over.** As explained in the 1<sup>st</sup> quarter an annual cross charge in the 1<sup>st</sup> quarter from the IT department (\$319,160) and an annual charge for pest control services (\$1,710) resulted in an overage through the 2<sup>nd</sup> quarter.
- **Machinery & Equipment R&M is over.** Most of the charges are from repairing the EZ-Way lifts & stands as well as the dish machine booster tanks, control boards.
- **Building Service Equipment R&M is over.** As explained in the 1<sup>st</sup> quarter, the overage was due to the annual elevator service contract (\$4,198.93) and the annual fire & security inspection agreement (\$11,106) both charged in the 1<sup>st</sup> quarter. There was an unexpected \$17,000 repair

Memo: 2nd Quarter 2020 Financial Results

to the Multistack\GEO-Thermal system in April, and we had to replace a \$10,000 water heater. The budget was increased to cover these expenses.

- **Sundry Repair & Maintenance Services are over.** This is for our software maintenance charges including a quarterly charge for our Electronic Charting System software maintenance (\$5,271) and an annual charge for Relias training software (\$15,547.28) all charged in the 2<sup>nd</sup> quarter.
- **Office Supplies & Expenses.** Mass mailings notifying residents and guardians regarding COVID-19 related information continue to cause an overage in postage through the 2<sup>nd</sup> quarter. Also, the mass mailing resulted in more need for ink, toner, and paper. We budgeted \$3,400/month for Pharmacy and through the 2<sup>nd</sup> quarter our costs averaged \$4,985/month. As in the first quarter the explanation is the same in that the purchase of the rest of the new china and a commercial toaster for the 4 Kitchenettes has put our usage over the percentage and should equal out throughout the year for the Other Expenses Account. There have also been COVID charges that had to be absorbed in that account before the COVID account became available. Due to COVID there was an emergency order to stock up on paper supplies that was requested by our Interim Nursing Home Administrator when we started getting ready for the pandemic. We had to start covering everything and using a lot more disposables with communal dining suspended. We also have a 2 week supply of disposables to be used for any unit that may go on lockdown. This and the extras we have in storage for an outbreak are the reason for the percentage to be over by the amount it is.
- **Publications, Dues & Subscriptions are over.** Annual membership dues to Wisconsin LeadingAge (\$5,760) were charged in the 2<sup>nd</sup> quarter.
- **Operating Supplies are over.** As explained in the 1<sup>st</sup> quarter clothing allowance for Nursing Assistants, dietary staff, environmental services and materials staff were paid at the beginning of the year. Janitorial/Cleaning Supplies was over due to extra disinfecting of the entire facility. We had increased ordering of bleach, disposable towels, and hard surface disinfectants.
- **Medical Supplies are over.** At the end of the 2<sup>nd</sup> quarter PPE was purchased due to COVID-19. Some of the PPE that was ordered for COVID included N95 Masks, shields, hand sanitizer, and 3 ply masks.
- **Recreational Supplies/Expense is over.** This is for the monthly payment to Charter Communications for cable television connections in resident rooms. Cable TV was budgeted for \$1,333/month and actual charges through the 2<sup>nd</sup> quarter averaged \$1,382.91/month.
- **HCC/Rock Haven Supplies/Expenses are over.** This includes disposables provided to Rock Haven residents. Product usage fluctuates depending on need. This was budgeted at \$6,833/month and through the 2<sup>nd</sup> quarter expenses averaged \$7,432. Disposable washcloths were purchased due to COVID-19 (\$1,683).
- **Insurance Expense is over.** The overage is the annual expense for the Wisconsin Municipal Insurance Co. facility liability insurance (\$43,401.51), the Resident Trust Bond (\$500), Provider Liability Insurance (\$5,806) and MMIC Facility insurance (\$28,800) charged through the 2<sup>nd</sup> quarter.

After the total appropriation was adjusted for budgeted depreciation which does not affect the tax levy, overall total expenditures are at 49% which is 1% under our 2<sup>nd</sup> quarter projections.

ROCK COUNTY 2nd QUARTER 2020 REPORT

<u>Object</u>	<u>Description</u>	<u>Budget</u>	<u>Actual</u>	<u>%</u>
4431	PRIVATE PAY	\$3,116,453	\$1,643,489	53%
4480	RENTS & COMMISSIONS	\$900	\$316	35%
4500	INTERGOVNMTL CHRGS-FEDERAL	\$9,055,747	\$4,368,141	48%
4600	CONTRIBUTIONS	\$2,300		
4620	SALE OF COUNTY PROPERTY	\$10,000		
4640	FUNDS FORWARDED FROM PRIOR YR	\$90,500	\$90,500	100%
4690	MISC. GENERAL REVENUE	\$19,500	\$5,732	29%
4700	TRANSFERS IN	\$698,519	\$683,319	98%
<b>TOTAL</b>	<b>REVENUES</b>	<b>\$12,993,919</b>	<b>\$6,791,497</b>	<b>52%</b>
6110	PRODUCTIVE WAGES	\$8,103,817	\$3,516,407.46	43%
6121	OVERTIME WAGES-PRODUCTIVE	\$541,076	\$478,292.44	88%
6130	PER DIEMS	\$3,641	\$1,931.07	53%
6140	FICA	\$661,343	\$307,095.88	46%
6150	RETIREMENT	\$574,709	\$253,738.99	44%
6160	INSURANCE BENEFITS	\$2,838,615	\$1,122,368.95	40%
6170	COMPENSATION	\$151,966	\$138,829.54	91%
6190	OTHER PERSONAL SERVICES	\$8,355	\$4,376.86	52%
6210	PROFESSIONAL SERVICES	\$442,301	\$381,630.03	86%
6213	FINANCIAL SERVICES	\$7,980		
6216	JANITORIAL/OTHER CLEANING SERV	\$100,500	\$47,900.72	48%
6217	MEDICAL SERVICES	\$893,190	\$374,542.25	42%
6220	UTILITY SERVICES	\$271,000	\$127,290.52	47%
6221	TELEPHONE SERVICES	\$33,085	\$13,427.21	41%
6242	MACHINERY & EQUIP R & M	\$34,000	\$29,040.44	85%
6245	GROUNDS & GROUNDS IMPRV R & M	\$15,000	\$4,229	28%
6246	BLDG SERVICE EQUIPMENT R&M	\$68,470	\$52,342.27	76%
6247	BUILDING REPAIR & MAINTENANCE	\$28,000	\$13,518.18	48%
6249	SUNDRY REPAIR & MAINT SERVICES	\$32,020	\$20,818.55	65%
6260	HUMAN SERVICES	\$9,272	\$1,817.60	20%
6310	OFFICE SUPPLIES & EXPENSES	\$158,720	\$101,178.35	64%
6320	PUBLICATIONS, DUES, & SUBSCRIPT.	\$8,447	\$6,502.00	77%
6330	TRAVEL	\$2,000	\$695.17	35%
6340	OPERATING SUPPLIES	\$28,220	\$18,864	67%
6400	MEDICAL SUPPLIES	\$169,014	\$103,898	61%
6410	CASH FOOD	\$300,540	\$144,423.25	48%
6420	TRAINING EXPENSE	\$12,000	\$3,143.16	26%
6430	RECREATIONAL SUPPLIES/EXPENSE	\$16,000	\$8,276.24	52%
6440	HCC/ROCK HAVEN SUPPLIES/EXP	\$348,120	\$176,906	51%
6441	EMPLOYEE RECOGNITION	\$3,000	\$178.44	6%
6490	OTHER SUPPLIES AND EXPENSE	\$71,300	\$15,523	22%
6491	UNALLOCATED APPROPRIATION	-\$1,086,630	-\$546,599.04	50%
6510	INSURANCE EXPENSE	\$79,635	\$78,507.51	99%
6533	EQUIPMENT LEASE	\$1,000		
6539	OTHER RENTS & LEASES	\$422,665	\$118,527.22	28%
6540	DEPRECIATION	\$1,086,630	\$546,599.04	50%
6620	INTEREST PAYMENTS	\$683,319	\$683,319.00	100%
6710	EQUIPMENT/FURNITURE	\$40,700		
<b>TOTAL</b>	<b>EXPENDITURES</b>	<b>\$17,163,020</b>	<b>\$8,349,539.17</b>	<b>49%</b>
<b>TOTAL</b>	<b>COUNTY SHARE</b>	<b>-\$4,169,101</b>	<b>-\$1,558,042.56</b>	<b>37%</b>

Appropriation Adjusted  
for Budgeted  
Depreciation





## Rock Haven COVID-19 Testing

Resource: QSO-10-38-NH, August 26, 2020, Interim Final Rule, CMS-3401-IFC, Additional Policy and Regulatory Revisions in Response to the COVID-19 Public Health Emergency related to Long-Term Care(LTC) Facility Testing Requirements and Revised COVID-19 Focused Survey Tool

### **1. Routine Testing of Facility Staff:**

- a. Facility staff includes employees, consultants, contractors, volunteers, and caregivers who provide care and services to residents on behalf of the facility, and students in the facility's nurse aide training programs from affiliated academic institutions. For the purpose of testing "individuals providing services under arrangement and volunteers," Rock Haven will prioritize those individuals who are regularly in the facility (e.g. weekly) and have contact with residents or staff.
- b. Routine testing is based on the extent of the virus in the community. Every 1<sup>st</sup> and 3<sup>rd</sup> Monday, Rock Haven will evaluate the county positivity rate in the prior week as the trigger for staff testing frequency.

Community COVID-19 Activity	County Positivity Rate in the past week	Minimum Testing Frequency
Low	<5%	Once a month
Medium	5%-10%	Once a week
High	>10%	Twice a week

- c. Residents will not be tested for routine testing of the facility unless the resident leaves the facility routinely.

### **2. Testing of Staff and Residents in Response to an Outbreak:**

- a. An outbreak is defined as a new COVID-19 infection in any healthcare personnel (HCP) or any nursing home-onset COVID-19 infection in a resident. A resident who is admitted to the facility with COVID-19 does not constitute a facility outbreak.
- b. Upon identification of a single new case of COVID-19 infection in any staff or residents, all staff and residents should be tested.
- c. All staff and residents that tested negative should be retested every 3-7 days until testing identifies no new cases of COVID-19 infection among staff or residents for a period of at least 14 days since the most recent positive result.
- d. For individuals who test positive for COVID-19, repeat testing is not recommended. A symptom-based strategy is intended to replace the need for repeated testing.

## MEMORANDUM

**To:** Health Services Committee  
**From:** Taya Walk  
**Date:** June 20, 2020  
**Re:** Semi-Annual Report - Attendance at Conventions/Conferences

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There was no attendance at any training, convention or conference that exceeded total costs of \$1,000 per event, per employee during the period January 1 through June 30, 2020.

cc Josh Smith

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

Health Services Committee  
INITIATED BY



Taya Walk  
DRAFTED BY

Health Services Committee  
SUBMITTED BY

September 29, 2020  
DATE DRAFTED

### RECOGNIZING COLLEEN REED FOR SERVICE TO ROCK HAVEN

- 1 **WHEREAS**, Colleen Reed has served the citizens of Rock County over the past 15 years, 7 months as a
- 2 dedicated and valued employee of Rock County; and,
- 3
- 4 **WHEREAS**, Colleen Reed began her career with Rock Haven as a Registered Nurse on January 3, 2005; and,
- 5
- 6 **WHEREAS**, Colleen Reed moved to an ADON and Education August 4, 2013; and,
- 7
- 8 **WHEREAS**, Colleen Reed accepted a position as Infection Control Supervisor January 1, 2019; and,
- 9
- 10 **WHEREAS**, Colleen Reed helped everyone make an easy transition to the new building in 2013; and,
- 11
- 12 **WHEREAS**, Colleen Reed has worked diligently in that position until her retirement on August 2, 2020; and,
- 13
- 14 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes to
- 15 commend Colleen Reed for her long and faithful service.
- 16
- 17 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this
- 18 \_\_\_\_\_day of \_\_\_\_\_, 2020 does hereby recognize Colleen Reed for her 15 years, months of service
- 19 and extend their best wishes to her in her future endeavors.

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

HEALTH SERVICES COMMITTEE

\_\_\_\_\_  
Kara Purviance, Chair

\_\_\_\_\_  
Tom Brien, Chair

\_\_\_\_\_  
Richard Bostwick, Vice Chair

\_\_\_\_\_  
Mary Beaver, Vice Chair

\_\_\_\_\_  
Tom Brien

\_\_\_\_\_  
Kevin Leavy

\_\_\_\_\_  
Kevin Leavy

\_\_\_\_\_  
Ron Bomkamp

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

\_\_\_\_\_  
Kathy Schulz

\_\_\_\_\_  
J Russell Podzilni

\_\_\_\_\_  
Alan Sweeney

\_\_\_\_\_  
Bob Yeomans

\_\_\_\_\_  
Vacant

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS



Health Services Committee  
INITIATED BY

Taya Walk  
DRAFTED BY

Health Services Committee  
SUBMITTED BY

September 25, 2020  
DATE DRAFTED

### RECOGNIZING CATHERINE SMITH FOR SERVICE TO ROCK HAVEN

1   **WHEREAS**, Catherine Smith has served the citizens of Rock County over the past 40 years, 1 month as a  
2   dedicated and valued employee of Rock County; and,  
3  
4   **WHEREAS**, Catherine Smith began her career with Rock Haven as a Food Service Worker on July 5, 1980;  
5   and,  
6  
7   **WHEREAS**, Catherine Smith accepted an Environmental Service position on February 17, 1991; and  
8  
9   **WHEREAS**, Catherine Smith then accepted a position in Central Supply on July 28, 2008; and  
10  
11   **WHEREAS**, Catherine Smith has worked diligently in that position until her retirement on August 3, 2020;  
12   and,  
13  
14   **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes to  
15   commend Catherine Smith for her long and faithful service.  
16  
17   **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this  
18   \_\_\_\_\_day of \_\_\_\_\_, 2020 does hereby recognize Catherine Smith for her 40 years, 1 month of service  
19   and extend their best wishes to her in her future endeavors.

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

HEALTH SERVICES COMMITTEE

\_\_\_\_\_  
Kara Purviance, Chair

\_\_\_\_\_  
Tom Brien, Chair

\_\_\_\_\_  
Richard Bostwick, Vice Chair

\_\_\_\_\_  
Mary Beaver, Vice Chair

\_\_\_\_\_  
Tom Brien

\_\_\_\_\_  
Kevin Leavy

\_\_\_\_\_  
Kevin Leavy

\_\_\_\_\_  
Ron Bomkamp

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

\_\_\_\_\_  
Kathy Schulz

\_\_\_\_\_  
J Russell Podzilni

\_\_\_\_\_  
Alan Sweeney

\_\_\_\_\_  
Bob Yeomans

\_\_\_\_\_  
Vacant

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS



Health Services Committee  
INITIATED BY

Taya Walk  
DRAFTED BY

Health Services Committee  
SUBMITTED BY

September 30, 2020  
DATE DRAFTED

### RECOGNIZING DIANE PAUL FOR SERVICE TO ROCK HAVEN

- 1    **WHEREAS**, Diane Paul has served the citizens of Rock County over the past 28 years, 4 months as a
- 2    dedicated and valued employee of Rock County; and,
- 3
- 4    **WHEREAS**, Diane Paul began her career with Rock Haven as a Certified Nursing Assistant on May 11, 1992;
- 5    and,
- 6
- 7    **WHEREAS**, Diane Paul worked also as a Medication Assistant, Activity Assistant, Clerk Receptionist, before
- 8    accepting an Administrative Assistant on January 1, 2019; and
- 9
- 10    **WHEREAS**, Diane Paul has worked diligently in that position until her retirement on September 3, 2020; and,
- 11
- 12    **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes to
- 13    commend Diane Paul for her long and faithful service.
- 14
- 15    **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this
- 16    \_\_\_\_\_ day of \_\_\_\_\_, 2020 does hereby recognize Diane Paul for her 28 years, 4 months of service and
- 17    extends their best wishes to her in her future endeavors; and,
- 18
- 19    **BE IT FURTHER RESOLVED**, that the County Clerk be authorized and directed to furnish a copy of this
- 20    resolution to Diane Paul.

COUNTY BOARD STAFF COMMITTEE

Respectfully submitted,

HEALTH SERVICES COMMITTEE

\_\_\_\_\_  
Tom Brien, Chair

\_\_\_\_\_  
Mary Beaver, Vice Chair

\_\_\_\_\_  
Kevin Leavy

\_\_\_\_\_  
Ron Bomkamp

\_\_\_\_\_  
Kathy Schulz

\_\_\_\_\_  
Kara Purviance, Chair

\_\_\_\_\_  
Richard Bostwick, Vice Chair

\_\_\_\_\_  
Tom Brien

\_\_\_\_\_  
Kevin Leavy

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

\_\_\_\_\_  
J Russell Podzilni

\_\_\_\_\_  
Alan Sweeney

\_\_\_\_\_  
Bob Yeomans

\_\_\_\_\_  
Vacant

## 2020 Patient Revenues for Rock Haven August

Limestone									
Revenue	Actual Revenue Rec. MTD	Budgeted Revenue MTD	Variance Over/-Under	Percentage Over/-Under	Actual Revenue Rec. YTD	Budgeted Revenue YTD	Variance Over/-Under	Percentage Over/-Under	
Medicare	\$66,235	\$232,821	-\$166,586	-72%	\$774,127	\$1,832,525	-\$1,058,398	-58%	
Hospice	\$56,266	\$47,088	\$9,178	19%	\$348,277	\$370,631	-\$22,354	-6%	
Medical Assistance	\$340,655	\$345,314	-\$4,659	-1%	\$2,900,591	\$2,717,959	\$182,632	7%	
Private Pay	\$219,631	\$263,962	-\$44,331	-17%	\$2,110,378	\$2,077,635	\$32,743	2%	
<b>Total</b>	<b>\$682,787</b>	<b>\$889,185</b>	<b>-\$206,398</b>	<b>-23%</b>	<b>\$6,133,373</b>	<b>\$6,998,750</b>	<b>-\$865,377</b>	<b>-12%</b>	

