

## HEALTH SERVICES COMMITTEE

December 14, 2016

CALL TO ORDER – Chair Pleasant called the meeting of the Health Services Committee to order at 8:04 a.m. in the Rock Haven, Village Commons Conference Room.

COMMITTEE MEMBERS PRESENT: Supervisors Pleasant, Driscoll, Fell and Supervisor Hawes at 8:04 a.m.

COMMITTEE MEMBERS ABSENT: Supervisor Homan

STAFF MEMBERS PRESENT: Sue Prostko, NHA; Donna Clark, Director of Nursing; Dave Froeber, Maintenance; Joanne Foss, Controller

APPROVAL OF AGENDA – Supervisor Driscoll moved approval of the agenda of December 14, 2016, second by Supervisor Fell. ADOPTED

APPROVAL OF MINUTES – November 9, 2016 – Supervisor Driscoll moved approval of the November 9, 2016 minutes, second by Supervisor Hawes. APPROVED

INTRODUCTIONS, CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS – None

REVIEW OF PAYMENTS – Committee reviewed payments.

BUDGET TRANSFERS – None

FINANCE – A copy of the Rock Haven third quarter financial results were provided.

OLD BUSINESS –

CODE ALERT SYSTEM – Dave Froeber gave an update on the Wander Management system. Maintenance has installed all of the line reactors on the VFD drives. This has filtered out about 75 percent of the frequency interference that we are experiencing with the system. There were 6 VFD drives still interfering with the Wander Management system. We have ordered 6 EMI filters that target specific frequencies. They will arrive in 2 to 3 days, they will then install them and hope to have the Wander Management System up and running by the end of the month.

NEW BUSINESS

RESIDENT COUNCIL MINUTES – Resident Council Minutes for October provided.

REVIEW OF QUALITY ASSURANCE AND PERFORMANCE IMPROVEMENT – A copy of the Rock Haven Quality Assurance Performance Improvement Plan was given to members to read and will be added to the January Agenda for discussion.

STAFFING TURNOVER RATES FOR SKILLED NURSING FACILITIES – The Division of Quality Assurance did a survey to see what the staff turnover rate was at facilities. A copy of these results were provided.

CONSULTIVE SERVICE AGREEMENT WITH ROCK HAVEN AND WILLIAM WEST – Supervisor Fell moved approval of consultive service agreement with Rock Haven and William West, second by Supervisor Driscoll. APPROVED.

CONSULTIVE SERVICE AGREEMENT WITH ROCK HAVEN AND RAM RAO – Supervisor Hawes moved approval of consultive service agreement with Rock Haven and Ram Rao, second by Supervisor Fell. APPROVED.

CONSULTIVE SERVICE AGREEMENT WITH ROCK HAVEN AND HARRY RAMSEY - Supervisor Fell moved approval of consultive service agreement with Rock Haven and Harry Ramsey, second by Supervisor Hawes. APPROVED.

CENSUS – Sue Prostko, NHA updated. Report provided.

STAFF EDUCATION – Preceptor program for new hires, resident rights and ethics, diabetic training for nurses

RESIDENT COUNCIL MEETING – The next resident council meeting is December 20, 2016 at 10:15am.

NEXT MEETING DATE – The next regular meeting of the Health Service Committee is scheduled for Wednesday, January 11, 2016 at 8 a.m. in the Rock Haven Conference Room.

ADJOURNMENT – Supervisors Fell moved to adjourn at 8:37a.m., second by Supervisor Hawes. ADOPTED by acclamation.

Respectfully submitted,  
Michelle Lynch

NOT OFFICIAL UNTIL APPROVED BY THE COMMITTEE