

## HEALTH SERVICES COMMITTEE

May 9, 2018

CALL TO ORDER – Chair Pleasant called the meeting of the Health Services Committee to order at 8:03 a.m. in the Rock Haven, Village Commons Conference Room.

COMMITTEE MEMBERS PRESENT: Supervisors Pleasant, Hawes, Driscoll and Schulz at 8:09 a.m.

STAFF MEMBERS PRESENT: Clayton Kalmon, Administrator; Donna Clark, DON; Joanne Foss, Controller; David Froeber, Maintenance

APPROVAL OF AGENDA – Supervisor Hawes moved approval of the agenda of May 9, 2018, second by Supervisor Driscoll. ADOPTED

APPROVAL OF MINUTES – April 11 and April 26, 2018 – Supervisor Driscoll moved approval of the April 11 and April 26, 2018 minutes, second by Supervisor Hawes. APPROVED

INTRODUCTIONS, CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS – Chair Pleasant welcomed Clayton Kalmon as Rock Haven's Administrator.

REVIEW OF PAYMENTS – Committee reviewed payments.

BUDGET TRANSFERS – None

FINANCE – A copy of Rock Haven's 2017 fourth quarter financial results were handed out. The auditors were in the building and have been working with Joanne via phone to complete.

NEW BUSINESS –

ELECT A VICE CHAIR – Supervisor Hawes made a motion to nominate Supervisor Driscoll as Vice Chair, second by Supervisor Pleasant. Supervisor Driscoll accepted the nomination as Vice Chair. ADOPTED

SET MEETING DATE AND TIME – Supervisor Hawes made a motion to have Health Services on the second Wednesday of each month at 9:00 a.m., second by Supervisor Pleasant. ADOPTED

Kathy Schulz arrived at 9:08 a.m.

RESIDENT COUNCIL MINUTES – Resident Council Minutes for March were provided.

COMPLAINT SURVEY ON APRIL 25, 2018 – An anonymous complaint was done stating Rock Haven would not have hot water for days. This was unfounded and no cites or fines were given. When hot water was not available, Maintenance was called to looking into the problem and fixed within hours.

FACILITY RESTRUCTURING – Clayton Kalmon, Administrator and Donna Clark, DON are looking into restructuring some of the positions in the building. With the buildings size there can be some communication problems from neighborhood to neighborhood. The restructure should help lower some of the overtime. They will continue to work on the restructuring schedule and will update as needed.

CENSUS – Current census is 123.

STAFF EDUCATION – Infection Control documentation

RESIDENT COUNCIL MEETING – The next resident council meeting May 15, 2018 at 10:15am.

NEXT MEETING DATE – The next regular meeting of the Health Service Committee is scheduled for Wednesday, June 13, 2018 at 9 a.m. in the Rock Haven Conference Room.

ADJOURNMENT – Supervisors Driscoll moved to adjourn at 8:42 a.m., second by Supervisor Schulz. ADOPTED by acclamation.

Respectfully submitted,  
Michelle Lynch

NOT OFFICIAL UNTIL APPROVED BY THE COMMITTEE