

ROCK COUNTY, WISCONSIN



Rock Haven
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Phone 608-757-5076
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HEALTH SERVICES COMMITTEE
Wednesday, December 9, 2020 at 9:00 a.m.
CALL: 1-312-626-6799
MEETING ID: 821 7169 1321

Topic: Health Service Committee

Time: December 9, 2020 09:00 AM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82171691321>

Meeting ID: 821 7169 1321

Password: 5076

Dial by your location

- +1 **312 626 6799** US (Chicago)
- +1 929 205 6099 US (New York)
- +1 253 215 8782 US
- +1 301 715 8592 US
- +1 346 248 7799 US (Houston)
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Meeting ID: 821 7169 1321

Find your local number: <https://zoom.us/u/ac7VPUjL6j>

If you are interested in providing public comments on items on this agenda, you must submit your comments by Tuesday, December 8, 2020 by 1pm. To submit a public comment use the following email: 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, December 9, 2020 – 09:00 A.M.

AGENDA

1. Call to Order
2. Adoption of Agenda
3. Approval of Minutes – November 11, 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
 - b. Information: Medical Director
11. New Business
 - a. **Action Item:** Health Service Committee to meet in Person or Zoom
 - b. **Action Item:** Creating a 0.7 FTE Nursing Supervisor Position and Amending the 2021 Budget
 - c. Information Item: Nurse Practitioner
 - d. Information Item: Holistic Care VS Critical Care
12. Reports
 - a. Census
13. Committee Requests
14. Next Meeting Date – The next regular meeting of the Health Services Committee will be Wednesday, January 13, 2021.
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 at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.

HEALTH SERVICES COMMITTEE

November 11, 2020

CALL TO ORDER – Chair Brien called the teleconference meeting of the Health Services Committee to order at 9:02 a.m.

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

STAFF MEMBERS PRESENT: Taya Walk, NHA; Sara Beran, Director of Nursing; David Froeber, Facilities Superintendent; Michelle Lynch, Admin Secretary; Joanne Foss, Finance; Gail Sullivan, Social Worker; Angie Besaw, NP;

OTHERS PRESENT: Josh Smith, County Administrator; Richard Bostwick, County Board Vice Chair; Terri Carlson, Risk Management; Sherry Gunderson; Marilyn Bondehagen; Tracey Ramsey; Shirley Williams; Mary MaWhinney

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

APPROVAL OF MINUTES – October 14, 2020 – Supervisor Bomkamp moved approval of the October 14, 2020 minutes, second by Supervisor Beaver. APPROVED

INTRODUCTIONS, CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS – None

REVIEW OF PAYMENTS – Committee reviewed payments.

BUDGET TRANSFERS – None

FINANCE – Joanne Foss provided reports for revenue comparison and CARES funding for COVID related expenses.

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

Rock Haven is testing staff and residents 2x/week for COVID-19. This is due the high positive rate in Rock County. Public Health and family members need to be notified of any positives or if 3 or more people have an onset of symptoms.

STAFF MEMBER REPORTS – None

OLD BUSINESS –

COVID-19 – Sara Beran, DON gave an update that there has been no residents that have tested positive. Eight staff members have tested positive from environmental services and dietary.

MEDICAL DIRECTOR – Taya Walk, NHA and Sara Beran, DON showed a power point to show the medical director role and the quality of care.

There is two other facilities that are doing the model of having a medical director and each patient has primary physicians.

Rock Haven has centered patient care, so each patient is looked at to see if they will go out to see their primary physician or have a virtual visit.

Sara Beran will do more research on the quality of care by the interim medical director. Supervisor Schulz is concerned on how much care the resident is getting from the interim.

Chair Brien stated he had a tele visit and it was kind of a waste of time. Sara Beran, DON said that at Rock Haven there are nurses that are able to take the resident vitals and help assess for the MD on the visit.

The hours for the Medical Director depends on how many residents need to be seen that week.

Supervisor Beaver asked what a critical model outline looks like. Taya Walk will prepare an outline before leaving Rock Haven.

Chair Brien wanted to know what the difference was between holistic and critical way of treating patients. Sara explained that the holistic way you treat pain with heat, cold or physical therapy. Critical way treating is with medications.

Supervisor Bomkamp wanted to know how the staff were notified of the new interim medical director. Taya Walk said that it happened so fast, that a memo was put in communication books for the staff.

NEW BUSINESS –

ACTIVITIES DIRECTOR – Melanie Godding will be starting November 16, 2020 at the Activity Director.

REPORTS –

CENSUS – Currently there are 92 residents.

NURSING HOME ADMINISTRATOR TRANSITION PROCESS – Josh Smith stated that Taya Walk's last day is December 3, 2020 as Rock Haven's Administrator. Sara Beran, current DON will be taking over as the interim administrator, until a replacement can be found. A nursing home can go 120 days without a licensed administrator. Post cards will be sent out for recruiting for anyone that is a licensed administrator.

Supervisor Beaver questioned why Sherry Gunderson was not being asked to come back and help out, while recruiting is happening. Sherry Gunderson stated that with the current pandemic and health, that now was not a good time to come back. She has been gone for months and does not know what has happened since she left.

Josh Smith and Taya Walk will meet before her last day and document a plan after her departure.

COMMITTEE REQUESTS – None

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

ADJOURNMENT – Supervisor Bomkamp moved to adjourn at 10:31 a.m., second by Supervisor Beaver. ADOPTED by acclamation.

Respectfully submitted,
Michelle Lynch

NOT OFFICIAL UNTIL APPROVED BY THE COMMITTEE

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

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
32-4000-0000-63111	Paper Products	P2000594	11/05/2020	SYSCO FOODS OF BARABOO LLC	PAPER PRODUCTS	34.77
32-4000-0000-64000	Medical Supplies	P2000486	11/25/2020	DIRECT SUPPLY EQUIPMENT	COVID MED SUPPLIES	8,078.80
		P2000546	11/19/2020	MEDLINE INDUSTRIES INC	COVID MED SUPPLIES	7,516.38
RH COVID-19 Response PROG TOTAL						15,629.95
32-7260-7400-62176	Laboratory	P2000552	11/19/2020	MERCY HEALTH SYSTEM	LABORATORY	247.66
32-7260-7400-62179	Pharmacy	P2000592	11/12/2020	THRIFTY WHITE PHARMACY	PHARMACY	7,637.82
32-7260-7400-62180	PHYSICAL THERAPY	P2000538	11/12/2020	GENESIS REHABILITATION SERVICE	PT	24,466.03
32-7260-7400-62185	Occupational	P2000538	11/12/2020	GENESIS REHABILITATION SERVICE	OT	12,900.58
32-7260-7400-62186	Speech Therapy	P2000538	11/12/2020	GENESIS REHABILITATION SERVICE	ST	3,991.03
RH Contract Services T-18 PROG TOTAL						49,243.12
32-7500-7350-63109	Other Supplies	P2000565	11/12/2020	ROCK COUNTY HEALTH CARE CENTER	REC THERAPY BINGO	129.00
		P2000566	11/12/2020	ROCK COUNTY HEALTH CARE CENTER	CANTEEN SUPPLIES	68.07
		P2000590	11/19/2020	US BANK	ACTIVITIES CANTEEN	520.93
32-7500-7350-64300	Rec Therapy	P2000307	11/12/2020	CHARTER COMMUNICATIONS	REC THERAPY CABLE TV	1,407.60
Program Service Administration PROG TOTAL						2,125.60
32-8000-8100-63100	Office&Misc Exp	P2000590	11/19/2020	US BANK	OFFICE SUPPLIES	1,062.18
32-8000-8100-63101	Postage	P2000565	11/12/2020	ROCK COUNTY HEALTH CARE CENTER	POSTAGE	33.00
32-8000-8100-63104	Print/Duplicate	P2000590	11/19/2020	US BANK	PRINTING/DUPLICATING	511.67
32-8000-8100-63109	Other Supplies					

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32-8000-8100-64000	Medical Supplies	P2000547	11/25/2020	GORDON FOOD SERVICE	MAT OTHER	1,292.78
		P2000486	11/05/2020	DIRECT SUPPLY EQUIPMENT	MED SUPPLIES	225.20
		P2000495	11/19/2020	MCKESSON MEDICAL SURGICAL MN S	MED SUPPLIES	4,730.19
		P2000546	11/25/2020	MEDLINE INDUSTRIES INC	MED SUPPLIES	4,391.30
		P2000547	11/25/2020	GORDON FOOD SERVICE	MED SUPPLIES	335.61
		P2000573	11/25/2020	PROFESSIONAL MEDICAL INC	MED SUPPLIES	926.50
		P2000590	11/19/2020	US BANK	MED SUPPLIES	125.15
32-8000-8100-64003	Oxygen Supplies					
		P2000578	11/19/2020	NORTHWEST RESPIRATORY SERVICES	OXYGEN SUPPLIES	166.00
32-8000-8100-64408	Disposables					
		P2000498	11/25/2020	CONCORDANCE HEALTHCARE SOLUTIO	DISPOSABLES	1,956.40
		P2000573	11/05/2020	PROFESSIONAL MEDICAL INC	ATTENDS	2,875.47
Support Service Materials PROG TOTAL						18,631.45
<hr/>						
32-8000-8200-63109	Other Supplies					
		P2000588	11/12/2020	ROCK MED LTC PHARMACY	OTHER MED SERVICES	59.48
		P2000592	11/12/2020	THRIFTY WHITE PHARMACY	OTHER SUPPLIES & EXP	4,089.73
Support Service-Pharmacy PROG TOTAL						4,149.21
<hr/>						
32-8000-9100-63109	Other Supplies					
		P2000547	11/19/2020	GORDON FOOD SERVICE	OTHER SUPPLIES	179.80
		P2000594	11/25/2020	SYSCO FOODS OF BARABOO LLC	OTHER SUPPLIES	215.37
32-8000-9100-63111	Paper Products					
		P2000594	11/25/2020	SYSCO FOODS OF BARABOO LLC	PAPER PRODUCTS	304.20
32-8000-9100-64102	Dairy					
		P2000493	11/25/2020	COUNTRY QUALITY DAIRY	DAIRY	1,922.53
		P2000547	11/25/2020	GORDON FOOD SERVICE	DAIRY	412.72
		P2000594	11/25/2020	SYSCO FOODS OF BARABOO LLC	DAIRY	1,150.19
32-8000-9100-64105	Groceries					
		P2000540	11/19/2020	KWIK TRIP INC	GROCERY	126.36
		P2000547	11/25/2020	GORDON FOOD SERVICE	GROCERY	4,883.09
		P2000566	11/19/2020	ROCK COUNTY HEALTH CARE CENTER	GROCERY	35.95

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Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
		P2000572	11/25/2020	PAN-O-GOLD BAKING CO	CREDIT BREAD	343.42
		P2000590	11/19/2020	US BANK	GROCERY	186.28
		P2000591	11/25/2020	TROPIC JUICES INC	JUICE	777.45
32-8000-9100-64107	Meat	P2000594	11/25/2020	SYSCO FOODS OF BARABOO LLC	GROCERY	5,395.33
		P2000547	11/25/2020	GORDON FOOD SERVICE	MEAT	2,217.77
32-8000-9100-64109	Supplements	P2000594	11/25/2020	SYSCO FOODS OF BARABOO LLC	MEAT	1,868.42
		P2000594	11/25/2020	SYSCO FOODS OF BARABOO LLC	SUPPLEMENTS	598.83
Support Services-Food Service PROG TOTAL						20,617.71
32-8000-9200-62420	Mach/Equip R&M	P2000301	11/12/2020	BATTERIES PLUS LLC	DURACELL ULTRA 12V 5AH AGM SLA	1,228.50
		P2000302	11/25/2020	BANDT COMMUNICATIONS INC	LABOR TROUBLESHOOT RADIO	200.00
		P2000303	11/25/2020	ASC1 INC	ROBOT COUPE 49161 TOP BLADE	1,700.48
		P2000316	11/25/2020	EZ WAY INC	MACHINERY & EQUIP	1,627.50
		P2000330	11/25/2020	HOME DEPOT PRO,THE	SQUEEGEE BLADE KIT 740MM	36.50
		P2000340	11/12/2020	US BANK	MACHINERY EQUIP	304.50
		P2000344	11/05/2020	R E MICHEL COMPANY	HONEYWELL ACTUATOR	246.00
		P2000495	11/12/2020	MCKESSON MEDICAL SURGICAL MN S	CASTER, STAND ROLLING F/ACCUTO	675.92
32-8000-9200-62460	BLDG SERV R&M	P2000331	11/12/2020	JOHNSTONE SUPPLY	BAG FILTERS	805.95
		P2000340	11/12/2020	US BANK	BLDG SERVICE EQUIP	773.40
		P2000344	11/12/2020	R E MICHEL COMPANY	HONEYWELL ACTUATOR	258.59
		P2000352	11/05/2020	TAS COMMUNICATIONS INC	E-ALARM	39.50
32-8000-9200-62463	File Alarm	P2000295	11/05/2020	JF AHERN COMPANY	SPRINKLER INSPECTION	398.00
32-8000-9200-62470	Building R&M	P2000340	11/12/2020	US BANK	REPAIR & MAINT	95.35
		P2001994	11/19/2020	WALLGUARD.COM	FREIGHT CHARGE	1,252.17
32-8000-9200-63109	Other Supplies	P2000318	11/25/2020	E AND D WATER WORKS INC	SOLAR SALT	284.20
		P2000327	11/12/2020	HOH WATER TECHNOLOGY INC	SERVICE	505.00

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		P2000340	11/19/2020	US BANK	SAMS CLUB MEMBERSHIP	342.67
		P2000343	11/12/2020	RF TECHNOLOGIES INC	TRANSMITTER BAND PVC GRAY 10 P	286.94
		P2000346	11/19/2020	MENARDS	6MIL FLAME RETARDANT	159.00
Support Service-Maintenance PROG TOTAL						11,220.17
32-8000-9300-62110	Pest Control					
		P2000590	11/19/2020	US BANK	PEST CONTROL	99.80
32-8000-9300-62163	Laundry					
		P2000456	11/25/2020	ARAMARK UNIFORM SERVICES INC	LAUNDRY	5,967.92
32-8000-9300-62164	Disposal Service					
		P2000258	11/25/2020	BADGERLAND DISPOSAL	TRASH & RECYCLING	1,559.80
		P2000575	11/25/2020	OFFICE PRO INC	SHREDDING SERVICE	33.32
		P2001070	11/19/2020	HEALTHCARE WASTE MANAGEMENT IN	MED WASTE	128.48
32-8000-9300-63109	Other Supplies					
		P2000547	11/25/2020	GORDON FOOD SERVICE	ES SUPPLIES	77.47
		P2000573	11/19/2020	PROFESSIONAL MEDICAL INC	LAUNDRY DETERGENT	289.66
		P2000590	11/19/2020	US BANK	OTHER SUPPLIES	403.44
32-8000-9300-63111	Paper Products					
		P2000573	11/05/2020	PROFESSIONAL MEDICAL INC	PLASTIC LINERS	1,047.30
32-8000-9300-63404	Janitor/Cleaning					
		P2000590	11/19/2020	US BANK	JANITORIAL/CLEANING	152.91
32-8000-9300-64409	Furnishings					
		P2000340	11/12/2020	US BANK	FURNISHINGS	299.98
		P2000573	11/12/2020	PROFESSIONAL MEDICAL INC	FURNISHINGS	111.75
		P2000590	11/19/2020	US BANK	FURNISHINGS	428.83
Support Services-Environmental PROG TOTAL						10,600.66
32-8000-9500-61910	Meals					
		P2000547	11/05/2020	GORDON FOOD SERVICE	MANDATE MEALS	39.27
32-8000-9500-62104	Consult Services					
		P2000584	11/12/2020	SPECIALIZED MEDICAL SERVICES	CONSULTING SERVICES	213.75
		P2001504	11/19/2020	PATHWAY HEALTH SERVICES	TECHNICAL CONSULTING	312.50
32-8000-9500-62189	Other Medical					

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		P2000577	11/25/2020	NURSES PRN	AGENCY NURSES	14,996.28
32-8000-9500-63200	Pubs/Subs/Dues					
		P2000590	11/12/2020	US BANK	PUBLICATIONS-SUBSCRIPTIONS DUE	389.00
32-8000-9500-64200	Training					
		P2000590	11/19/2020	US BANK	TRAINING EXPENSE	1,233.60
32-8000-9500-64415	Provider Tax					
		P2000597	11/12/2020	WISCONSIN DEPARTMENT OF HEALTH	PROVIDER TAX	21,760.00
32-8000-9500-64424	Employee Recog					
		P2002092	11/25/2020	PROFORMA PRINTWORKS	FREIGHT CHARGE	634.49
Support Service-Administration PROG TOTAL						39,578.89
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32-9000-9930-62210	Telephone					
		P2000506	11/25/2020	ABILITY NETWORK INC	TELEPHONE	471.16
General Services Telephone PROG TOTAL						471.16
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32-9000-9940-61920	Physicals					
		P2000576	11/19/2020	OCCUPATIONAL HEALTH CENTER	PHYSICALS	332.23
General Service Emp Benefits PROG TOTAL						332.23

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I have reviewed the preceding payments in the total amount of **\$172,600.15**

Date: _____ Dept Head _____

Committee Chair _____

**COMMITTEE REVIEW REPORT
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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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REPORT COMPLETE!

Report Total: 172,600.15

For Job Numbers: 2114426, 2117332, 2117340, 2117344, 2119533, 2119534, 2122679, 2122690

To: Taya Walk
From: Joanne Foss *JF*
Date: November 23, 2020
Subject: Rock Haven 3rd Quarter 2020 Financial Results

Attached please find a schedule showing the 3rd quarter 2020 financial results for Rock Haven compared to the 2020 budget. Figures shown are through September. Through the end of the 3rd quarter we should be at 75% of our budget. Following are explanations for some items that are different than expected:

Revenues:

- **Private Pay is under.** Private pay was budgeted for 17 patients per day and through the 3rd quarter of 2020 we averaged 15 patients per day.
- **Rents & Commissions are under.** This is for commissions we received from our vending machine. We budgeted to receive \$75/month but averaged \$48/month through the 3rd quarter.
- **Intergovernmental Charges – Federal is under. Medicare is under.** Medicare was budgeted for 15 patients per day, through the 3rd quarter of 2020 we averaged 5 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 3rd quarter we averaged 561/month. Beauty and Barber services were budgeted at \$666/month and through the 3rd quarter we averaged 364/month. This account is very dependent on the type of patient in the facility.

Overall total revenues were at 72% which is 3% under our 3rd quarter projections.

Expenses:

- **Overtime Wages are over.** While productive wages are under in expenses through the 3rd quarter overtime wages were over for RN's at Limestone Court (116%), RN's at Sandstone Court (186%), LPN's at Limestone Court (140%), LPN's at Sandstone Court (172%), CNA's at Limestone Court (110%), CNA's at Sandstone Court (101%), RN Supervisors (89%), and ES (199%).
- **Compensation is over.** As explained in the 1st quarter, this is an annual charge for Worker's Compensation cross-charged in the 1st quarter.
- **Professional Services are over.** As explained in the 1st quarter an annual cross charge in the 1st quarter from the IT department (\$319,160) and an annual charge for pest control services (\$1,710) resulted in an overage through the 3rd quarter.
- **Telephone Services is over.** The slight increase is due to the purchase of three cellphones for the Nursing Home Administrator, Director of Nursing, and Admissions Coordinator purchased in 2020.
- **Machinery & Equipment R&M is over.** As explained in the 2nd quarter, 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 1st 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 1st 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.

- **Building Repair & Maintenance is over.** Charges are from carpet replacements for resident rooms due to damage, and numerous items purchased for needed repair & maintenance issues throughout Rock Haven during the month of August.
- **Sundry Repair & Maintenance Services are over.** This is for our software maintenance charges including quarterly charges for our Electronic Charting System software maintenance and an annual charge for Relias training software (\$15,547.28) charged through the 3rd quarter.
- **Office Supplies & Expenses.** Mass mailings notifying residents and guardians regarding COVID-19 related information continue to cause an overage in postage through the 3rd quarter. Also, the mass mailing resulted in more need for ink, toner, and paper. We budgeted \$3,400/month for Pharmacy and through the 3rd quarter our costs averaged \$4,162/month. As explained in the 2nd quarter the purchase of the rest of the new china and a commercial toaster for the 4 Kitchenettes has put our usage over the percentage. Due to COVID there was an emergency order to stock up on paper supplies. 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), LeadingChoice (\$10,076) and MDS Innovation Team Membership (\$250) were charged through the 3rd quarter.
- **Medical Supplies are over.** Through the end of the 3rd quarter PPE continued to be 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 3rd quarter averaged \$1,374.60/month.
- **HCC/Rock Haven Supplies/Expenses are over.** Disposable washcloths were purchased due to COVID-19, the purchase of headboard & footboards, and the annual bed tax were charged through the 3rd quarter.
- **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), MMIC Facility insurance (\$28,800), and Municipal Property Insurance (\$2,198.48) charged through the 3rd quarter.

After the total appropriation was adjusted for budgeted depreciation which does not affect the tax levy, overall total expenditures are at 73% which is 2% under our 3rd quarter projections.

ROCK COUNTY 3rd QUARTER 2020 REPORT

Object	Description	Budget	Actual	%
4223	COVID		\$109,500.00	
4431	PRIVATE PAY	\$3,116,453	\$2,304,375.82	74%
4480	RENTS & COMMISSIONS	\$900	\$427.78	48%
4500	INTERGOVNMTL CHRGS-FEDERAL	\$9,055,747	\$6,106,444.71	67%
4600	CONTRIBUTIONS	\$2,300		
4620	SALE OF COUNTY PROPERTY	\$10,000		
4640	FUNDS FORWARDED FROM PRIOR YR	\$90,500	\$90,500.00	100%
4690	MISC. GENERAL REVENUE	\$19,500	\$9,179.58	47%
4700	TRANSFERS IN	\$698,519	\$683,319.00	98%
TOTAL	REVENUES	\$12,993,919	\$9,303,746.89	72%
6110	PRODUCTIVE WAGES	\$8,103,817	\$5,751,829.62	71%
6121	OVERTIME WAGES-PRODUCTIVE	\$541,076	\$746,321.52	138%
6130	PER DIEMS	\$3,641	\$2,731.07	75%
6140	FICA	\$661,343	\$497,432.05	75%
6150	RETIREMENT	\$574,709	\$410,471.23	71%
6160	INSURANCE BENEFITS	\$2,838,615	\$1,701,534.14	60%
6170	COMPENSATION	\$151,966	\$146,337.94	96%
6190	OTHER PERSONAL SERVICES	\$8,355	\$4,836.86	58%
6210	PROFESSIONAL SERVICES	\$442,301	\$408,923.42	92%
6213	FINANCIAL SERVICES	\$7,980		
6216	JANITORIAL/OTHER CLEANING SERV	\$100,500	\$74,435.25	74%
6217	MEDICAL SERVICES	\$893,190	\$566,724.77	63%
6220	UTILITY SERVICES	\$271,000	\$186,306.41	69%
6221	TELEPHONE SERVICES	\$33,085	\$25,329.12	77%
6242	MACHINERY & EQUIP R & M	\$34,000	\$34,731.44	102%
6245	GROUNDS & GROUNDS IMPRV R & M	\$15,000	\$11,191	75%
6246	BLDG SERVICE EQUIPMENT R&M	\$68,470	\$55,059.63	80%
6247	BUILDING REPAIR & MAINTENANCE	\$28,000	\$21,353.39	76%
6249	SUNDRY REPAIR & MAINT SERVICES	\$32,020	\$31,335.66	98%
6260	HUMAN SERVICES	\$9,272	\$2,124.60	23%
6310	OFFICE SUPPLIES & EXPENSES	\$158,720	\$138,387	87%
6320	PUBLICATIONS,DUES, & SUBSCRIPT.	\$8,447	\$16,828.00	199%
6330	TRAVEL	\$2,000	\$1,145.41	57%
6340	OPERATING SUPPLIES	\$28,220	\$21,202	75%
6400	MEDICAL SUPPLIES	\$169,014	\$171,215	101%
6410	CASH FOOD	\$300,540	\$209,040.85	70%
6420	TRAINING EXPENSE	\$12,000	\$4,982.61	42%
6430	RECREATIONAL SUPPLIES/EXPENSE	\$16,000	\$12,371.42	77%
6440	HCC/ROCK HAVEN SUPPLIES/EXP	\$348,120	\$263,304	76%
6441	EMPLOYEE RECOGNITION	\$3,000	\$178.44	6%
6490	OTHER SUPPLIES AND EXPENSE	\$71,300	\$32,654	46%
6491	UNALLOCATED APPROPRIATION	-\$1,086,630	-\$795,205.46	73%
6510	INSURANCE EXPENSE	\$79,635	\$82,868.99	104%
6533	EQUIPMENT LEASE	\$1,000		
6539	OTHER RENTS & LEASES	\$422,665	\$166,285.15	39%
6540	DEPRECIATION	\$1,086,630	\$795,205.46	73%
6620	INTEREST PAYMENTS	\$683,319	\$683,319.00	100%
6710	EQUIPMENT/FURNITURE	\$40,700	\$14,920.43	37%
TOTAL	EXPENDITURES	\$17,163,020	\$12,497,711.96	73%
TOTAL	COUNTY SHARE	-\$4,169,101	-\$3,193,965.07	77%

Appropriation Adjusted
for Budgeted
Depreciation

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS



Josh Smith
INITIATED BY

Sara Beran and Josh Smith
DRAFTED BY

Health Services Committee
SUBMITTED BY

December 2, 2020
DATE DRAFTED

CREATING A 0.7 FTE NURSING SUPERVISOR POSITION AND AMENDING THE 2021 BUDGET

1 **WHEREAS**, during adoption of the 2021 Rock County Budget a 0.7 FTE Nursing Supervisor
2 position focused on behavioral health was eliminated from the recommended budget in order to fund a
3 1.0 FTE Nurse Practitioner position; and,
4

5 **WHEREAS**, this 0.7 FTE Nursing Supervisor position, while new, was to replace the 0.7 FTE
6 Nursing Supervisor focused on infection control that was recommended (and approved) to become a
7 1.0 FTE Infection Preventionist, which resulted in a schedule change for the Infection Preventionist to
8 no longer work weekends to provide weekend supervisory coverage; and,
9

10 **WHEREAS**, this new 0.7 FTE Nursing Supervisor position is needed to provide weekend supervision
11 of the facility during the a.m. shift, and not having this position in place will cause disruption to the
12 schedules of other staff who will be required to rotate working weekends to provide this coverage;
13 and,
14

15 **WHEREAS**, when not providing weekend supervisory coverage, this position would provide
16 supervisory-level nursing coordination consistent with Rock Haven’s behavior health policies, which
17 will not only provide better care for residents but also promote improved compliance with state and
18 federal requirements; and,
19

20 **WHEREAS**, given the increasing needs of Rock Haven residents in this area, an increased focus on
21 nursing-level care to work with residents, families, medical providers, the interdisciplinary team, and
22 the facility’s psychiatric consultant is appropriate.
23

24 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
25 assembled this _____ day of _____, 2020 does hereby create a 0.7 FTE Nursing Supervisor
26 focused on behavioral health and amend the 2021 budget as follows:
27

<u>Account/Description</u>	<u>Budget at 1/1/2020</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Source of Funds</u>			
32-7500-7100-46400	-0-	78,038	78,038
Working Capital			
<u>Use of Funds</u>			
32-7500-7100-61101	977,451	78,038	1,055,489
Supervisor Wages/Benefits			

Respectfully submitted,

HEALTH SERVICES COMMITTEE

Tom Brien, Chair

Mary Beaver, Vice Chair

Kevin Leavy

Ron Bomkamp

Kathy Schulz

COUNTY BOARD STAFF COMMITTEE

Kara Purviance, Chair

Richard Bostwick, Vice Chair

Tom Brien

Kevin Leavy

Louis Peer

J Russell Podzilni

Alan Sweeney

Bob Yeomans

Mary Beaver

FISCAL NOTE:

This resolution authorizes the use of \$78,038 in Rock Haven Working Capital to fund the creation of the 0.7 FTE Nursing Supervisor.

/s/ Sherry Oja

Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Recommended. While it is not typical to recommend this funding source for ongoing costs, it is more typical to do so when a department has its own fund balance rather than drawing on the County's General Fund. While no application of Rock Haven working capital was included in the 2021 budget as adopted by the County Board, both the 2019 and 2020 adopted budgets included working capital applications of \$140,000 and \$60,000, respectively, to make Rock Haven's budget balance. This is a necessary trade-off to better staff both weekend supervision of the facility and the resident population with behavioral health needs.

/s/ Josh Smith

Josh Smith
County Administrator

LEGAL NOTE:

The County Board is authorized to take this action pursuant to § 59.22(2), Wis. Stats. As an amendment to the County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.

/s/ Richard Greenlee

Richard Greenlee
Finance Director

Executive Summary

The proposed 0.7 FTE Behavioral Health Nurse Supervisor will work every other weekend AM shift as the Nurse Supervisor overseeing the entire building in addition to implementing and managing a robust behavior management program.

When not fulfilling supervisor duties, the Behavioral Health Nurse Supervisor is responsible for supporting and closely coordinating the mental and physical health care of residents with their medical provider and, when appropriate, other mental health providers. In this role, the Behavioral Health Nurse Supervisor provides behavioral interventions using evidence-based techniques and systematically tracks treatment response and monitors changes in clinical symptoms and treatment side effects. This position will participate in regularly scheduled caseload consultation with the psychiatric consultant and communicate resulting treatment recommendations to the patient's medical provider. The intent of the position is not to create another provider but instead monitor programs and document resident progress and treatment recommendations in electronic health record so it can be shared with medical providers, psychiatric consultant, and other treating providers to ensure appropriateness of each individual resident's behavior management plan. The Behavioral Health Nurse Supervisor will also facilitate treatment plan changes for residents who are not improving as expected in consultation with the medical provider and the psychiatric consultant. This is secondary to a gradual dose reduction program.

The Behavioral Health Nurse Supervisor is an asset to the staff for continuous hands on education, training and support to staff as it relates to managing the ever growing needs of the mental health population. They are to be a resource and advocate for staff, residents and families when caring for individuals with challenging behaviors in the skilled nursing home setting. The opportunity for the supervisor position on the weekend also allows for stronger leadership skills and support to the staff when challenging behaviors arise during times when there is not the presence of management in the building.

It is in the best interest of Rock Haven residents to have this position available to meet the resident's mental and physical needs. The person-centered approach of the Behavioral Health Nurse Supervisor will complement nursing staff to provide quality care.

2020 Patient Revenues for Rock Haven
October

Total Rock Haven								
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	\$73,601	\$232,821	-\$159,220	-68%	\$937,270	\$2,290,657	-\$1,353,387	-59%
Hospice	\$52,054	\$47,088	\$4,966	11%	\$455,239	\$463,288	-\$8,049	-2%
Medical Assistance	\$1,259,906	\$345,314	\$914,592	265%	\$4,474,197	\$3,397,448	\$1,076,749	32%
Private Pay	\$370,026	\$263,962	\$106,064	40%	\$2,686,089	\$2,597,044	\$89,045	3%
Total	\$1,755,587	\$889,185	\$866,402	97%	\$8,552,795	\$8,748,438	-\$195,643	-2%