

ROCK COUNTY, WISCONSIN



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

HEALTH SERVICES COMMITTEE

Thursday, July 8, at 5:30 p.m.

CALL: 1-312-626-6799

Meeting ID: 878 3860 1541

Passcode: 801479

Topic: Health Service Committee

Time: July 8, 2021 05:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/87838601541?pwd=K1kxbE5oY3JmQWVYR3pFaGtkZE85QT09>

Meeting ID: 878 3860 1541

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One tap mobile

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Dial by your location

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+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 878 3860 1541

Passcode: 801479

Find your local number: <https://us02web.zoom.us/j/kcO5WsEVZA>

If you are interested in providing public comments on items on this agenda, you must submit your comments by Thursday, July 8, 2021 by 1pm. To submit a public comment, use the following email: countyadmin@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>

HEALTH SERVICES COMMITTEE
Thursday, July 8, 2021 - 5:30 P.M.

AGENDA

1. Call to Order
2. Approval of Agenda
3. Resolutions and Committee Action
 - a. Creating A 0.5 FTE Nursing Staff Coordinator Position and Deleting A 0.5 FTE Administrative Assistant Position
4. Next Meeting Date – The next regular meeting of the Health Services Committee will be Wednesday, July 14, 2021 via Zoom.
12. 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.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

**Human Resources
INITIATED BY**



**Amy Spoden
DRAFTED BY**

**Health Services Committee
SUBMITTED BY**

**June 25, 2021
DATE DRAFTED**

**CREATING A 0.5 FTE NURSING STAFF COORDINATOR POSITION
AND DELETING A 0.5 FTE ADMINISTRATIVE ASSISTANT POSITION**

1 **WHEREAS**, Rock Haven requests that a 0.5 FTE Administrative Assistant position be deleted, and a
2 0.5 FTE Nursing Staff Coordinator position be created; and,

3

4 **WHEREAS**, the 0.5 FTE Administrative Assistant position is currently vacant; and,

5

6 **WHEREAS**, Rock Haven would like to provide additional assistance to the scheduling function; and,

7

8 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
9 assembled this _____ day of _____, 2021 does hereby approve the creation of a 0.5 FTE
10 Nursing Staff Coordinator position and the deletion of a 0.5 FTE Administrative Assistant position at the
11 Rock Haven Nursing Home.

Respectfully submitted,

HEALTH SERVICES COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Tom Brien, Chair

Richard Bostwick, Chair

Mary Beaver, Vice Chair

Wes Davis, Vice Chair

Kevin Leavy

Tom Brien

Ron Bomkamp

Kevin Leavy

Kathy Schulz

Louis Peer

J. Russell Podzilni

Bob Yeomans

Alan Sweeney

Mary Beaver

TO CREATE 0.5 FTE NURSING STAFF COORDINATOR POSITION

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LEGAL NOTE:

The County Board is authorized to take this action pursuant to § 59.22(2), Wis. Stats.

s/Richard Greenlee

Richard Greenlee
Corporation Counsel

FISCAL NOTE:

The annualized cost of these changes is approximately \$3,165. Due to staff vacancies, funds are available in Rock Haven's 2021 budget for these position changes. The increased cost will need to be added to the 2022 budget.

/s/Sherry Oja

Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Recommended.

/s/Josh Smith

Josh Smith
County Administrator

EXECUTIVE SUMMARY

The .5 Administrative Assistant position is currently vacant. As the Nursing Home Administrator continues to evaluate the staffing patterns at Rock Haven, a request has been made to delete the .5 Administrative Assistant position and create a .5 Nursing Staff Coordinator. This change will provide additional coverage in managing the daily staffing needs of Rock Haven.