

## HEALTH SERVICES COMMITTEE

October 14, 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; Joanne Foss, Finance

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

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

APPROVAL OF MINUTES – September 9, 2020 – Supervisor Bomkamp moved approval of the September 9, 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 Rock Haven's 2<sup>nd</sup> quarter financial results report. Joanne will provide a revenue comparison and COVID related expenses next meeting.

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

Chair Brien asked why Rock Haven is having so many retirements recently. Sara Beran, DON stated that the staff retiring have many years of service to Rock Haven.

Chari Brien asked about the moral of the staff at Rock Haven? Sara Beran, NHA stated that her and Taya Walk, NHA are working on the moral and have been talking with the staff more during the shift changes.

STAFF MEMBER REPORTS – Dave Froeber updated that the Bi-polar Ionization will be installed the week of October 21, 2020 in multiple locations.

OLD BUSINESS –

COVID-19 – Taya Walk, NHA provided a COVID-19 testing chart recommended by CMS. It shows how often routine testing needs to be done in the facility and what is considered an outbreak. COVID -19 testing results take 48 hours or more to receive back.

NEW BUSINESS –

TAYA WALK TO BE ADDED TO ROCK HAVEN'S ACCOUNTS – Taya Walk will be added to Rock Haven's trust and checking accounts at First Community Credit Union. It will give one more person to be able to sign checks when needed.

SEMI-ANNUAL REORT – ATTENDANCE AT CONVENTIONS/CONFERENCES  
– There was no attendance at any training, convention or conference that exceeded total costs of \$1,000 per even, per employee during the period January 1 through June 30, 2020.

INTERIM MEDICAL DIRECTOR – Dr. Shaikh will be the interim medical director. He will be at Rock Haven a couple times a week. He has strong ties to the hospitals.

Chair Brien wanted to know, what to the previous medical director. Taya Walk explained that Rock Haven in moving in a different direction in medicine.

Chair Brien asked what the difference in care will be with a different medical director. Sara Beran, DON explained that medicine will be practiced differently. There will be more person centered care.

Chair Brien wanted to know how often Dr. Shaikh would be in the building. Dr. West made rounds on Tue and Thursdays. Dr. Shaikh will be in couple times a week and it will position Rock Haven to move forward with the hospital partnership.

Chair Brien asked if there was a conflict between Rock Haven and Mercy. Taya Walk, NHA stated that there was no conflict between the two.

Chair Brien asked what the process for hiring a new medical director. Taya Walk explained that there was an urgent need for coverage and that she reached out to Mercy and received a temporary contract with Dr. Shaikh until there is more discussion.

Supervisor Schulz wanted to know the pay scale between Dr. West and Dr. Shaikh. Taya Walk stated that there was no difference in pay. Dr. Shaikh will make the hourly rate as Dr. West did and the on call rate as well.

Dr. Shaikh is not currently working with any other nursing home and has filled out all the forms necessary to work at Rock Haven and Mercy.

CLINICAL FOCUS FOR AUGUST – Clinical focus for August will be the pain management program and the pain scale.

2021 BUDGET REQUEST PRESENTATION – Taya Walk showed a power point presentation of the personnel changes for 2021.

- Add 1.0 FTE Infection Preventionist due to COVID and the pandemic a full time position is needed, it was previously 0.7.
- Delete 1.0 FTE Environmental Service Worker, that is currently vacant
- Delete 0.8 FTE Nurse Practitioner that is a contracted position
- Delete 3.0 FTE Assistant Director of Nursing
- Create 2.0 FTE Nurse Manager Positions
- Create 1.0 FTE Assistant Nursing Home Administrator
- Create 0.7 FTE Nursing Supervisor/Behavior Management

Supervisor Bomkamp made a motion to retitle 0.7 FTE to Infection Preventionist and add 0.3 FTE to make a FTE of 1.0 Infection Prevntionist and create a 0.7 FTE Nursing Supervisor/Behavior Management position. Second by Supervisor Beaver.  
APPROVED with a vote of 4/0.

RESOLUTION RECOGNIZING COLLEEN REED FOR YEARS OF SERVICE TO ROCK HAVEN – Supervisor Bomkamp moved approval of the resolution recognizing Colleen Reed for years of service to Rock Haven, second by Supervisor Beaver.  
APPROVED.

RESOLUTION RECOGNIZING CATHERINE SMITH FOR YEARS OF SERVICE TO ROCK HAVEN – Supervisor Bomkamp moved approval of the resolution recognizing Catherine Smith for years of service to Rock Haven, second by Supervisor Beaver. APPROVED.

RESOLUTION RECOGNIZING DIANE PAUL FOR YEARS OF SERVICE TO ROCK HAVEN – Supervisor Bomkamp moved approval of the resolution recognizing

Diane Paul 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, November 11, 2020 at 9 a.m. via Zoom.

ADJOURNMENT – Supervisor Schulz moved to adjourn at 10:17 a.m., second by Supervisor Bomkamp. ADOPTED by acclamation.

Respectfully submitted,  
Michelle Lynch

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