



HEALTH SERVICES COMMITTEE
Wednesday, January 13, 2016 at 8:00 a.m.
Rock Haven Conference Room

AGENDA

1. Call to Order/Approval of Agenda
2. Approval of Minutes – December 9, 2015
3. Introductions, Citizen Participation, Communications and Announcements
4. **Action Item:** Bills
5. **Action Item:** Budget Transfers
6. **Action Item:** Pre-Approved Encumbrances/Encumbrances
7. Finance – Joanne Foss
8. Old Business
 - a. Information Item: Rock Haven Building Update
9. New Business
 - a. Information Item: Resident Council Meeting – November Minutes
 - b. Information Item: Semi-Annual Report – Attendance at Conventions/Conferences
 - c. **Action Item:** Marketing Rock Haven Services
10. Information Item: Reports
 - a. Census
 - b. Activities
 - 1) Staff Education for January 2016
 - a. Electronic Charting System - Demonstration
 - 2) Resident Council Meeting – January 18, 2015 at 10:15 am.
 - 3) Family Council Meeting – January 18, 2015 at 6:00 pm.
11. Next Meeting Date - The next regular meeting of the Health Services Committee is scheduled for

Wednesday, February 10, 2016 at 8 A.M. in the Rock Haven Conference Room of the Village Commons.

12. Adjournment

SP/ML

*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.

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
32-8000-9200-62463	FIRE ALARM	P1600476	01/01/2016	PER MAR SECURITY SERVICES	1,193.52
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	16,400.00	0.00	0.00	1,193.52	15,206.48
SUPPORT SERVICE MAINTENANCE PROG TOTAL					1,193.52

I have examined the preceding bills and encumbrances in the total amount of **\$1,193.52**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **JAN 13 2016**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
32-3250-0000-64904	SUNDRY EXPENSE	P1500265	12/01/2015	LIVING DESIGN INC	267.98
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,000.00	1,323.24	0.00	267.98	3,408.78
ROCK HAVEN PROG TOTAL				267.98	
32-7260-7400-62171	AMBULANCE	P1502088	10/26/2015	PARATECH AMBULANCE SERVICE INC	1,543.20
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	11,500.00	8,825.50	0.00	1,543.20	1,131.30
32-7260-7400-62189	OTHER MED SERV	P1500268	11/30/2015	MOBILEXUSA	1,358.28
		P1500881	11/04/2015	ST MARYS HOSPITAL	215.50
		P1503809	10/26/2015	HEALTHDRIVE EYE CARE GROUP	103.35
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	15,500.00	26,685.29	0.00	1,677.13	(12,862.42)
RH CONTRACT SERVICES T-18 PROG TOTAL				3,220.33	
32-8000-8100-63100	OFC SUPP & EXP	P1500260	12/14/2015	CRESCENT ELECTRIC SUPPLY CO	367.20
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	7,000.00	7,480.26	0.00	367.20	(847.46)
32-8000-8100-63109	OTHER SUPP/EXP	P1500281	12/04/2015	ROCK COUNTY HEALTH CARE CENTE	44.42
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,000.00	8,042.55	204.60	44.42	(2,291.57)
32-8000-8100-64000	MEDICAL SUPPLIES	P1500274	12/04/2015	PATTERSON MEDICAL	77.74
		P1501906	12/03/2015	MCKESSON MEDICAL SURGICAL MN S	4,315.19
		P1503276	12/11/2015	CENTRAD HEALTHCARE INC	622.96
		P1503340	12/03/2015	PROFESSIONAL MEDICAL INC	359.63
		P1503785	12/03/2015	MEDLINE INDUSTRIES INC	236.88
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	142,000.00	134,660.91	3,562.66	5,612.40	(1,835.97)
32-8000-8100-84003	OXYGEN SUPPLIES	P1503276	11/10/2015	CENTRAD HEALTHCARE INC	168.47
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	11,500.00	11,500.00	0.00	168.47	(168.47)

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
SUPPORT SERVICE MATERIALS PROG TOTAL					6,192.49
32-8000-9100-64105	GROCERIES				
		P1502881	12/16/2015	GORDON FOOD SERVICE	4,621.86
		P1503183	12/02/2015	TROPIC JUICES INC	1,685.25
		P1503751	12/01/2015	PAN-O-GOLD BAKING CO	920.67
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	167,000.00	159,270.84	16,803.12	7,227.78	(16,301.74)
32-8000-9100-64107	MEAT				
		P1502881	12/16/2015	GORDON FOOD SERVICE	1,500.31
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	64,000.00	63,755.85	780.67	1,500.31	(2,036.83)
32-8000-9100-64109	SUPPLEMENT				
		P1503872	12/07/2015	MEDTRITION INC	313.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	20,000.00	16,934.39	65.61	313.00	2,687.00
SUPPORT SERVICE FOOD SERVICE PROG TOTAL					9,041.09
32-8000-9200-62420	MACH & EQUIP RM				
		P1500230	11/27/2015	ASC1 INC	165.45
		P1500244	12/02/2015	HOBART SALES AND SERVICE	596.75
		P1500251	12/22/2015	LAND AND WHEELS	56.93
		P1501704	11/25/2015	SUPPLY WORKS	165.30
		P1503813	12/10/2015	AMAZON.COM	519.98
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	35,000.00	36,505.01	0.00	1,504.41	(3,009.42)
32-8000-9200-62450	GROUNDS IMPR R&M				
		P1500238	11/21/2015	E AND S SNOWPLOWING	865.00
		P1500252	11/12/2015	MC MASTER-CARR SUPPLY COMPANY	419.90
		P1500253	12/08/2015	MENARDS	206.92
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	13,940.00	7,443.36	325.85	1,491.82	4,678.97
32-8000-9200-62460	BLDG SERV R&M				
		P1500223	12/02/2015	R E MICHEL COMPANY	107.87
		P1500249	12/23/2015	JANESVILLE ELECTRIC MOTOR CORP	656.00
		P1500257	12/01/2015	TAS COMMUNICATIONS INC	81.59
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	15,000.00	18,967.08	1,347.02	845.46	(6,159.56)
32-8000-9200-62463	FIRE ALARM				
		P1503747	11/24/2015	PROTECTION TECHNOLOGIES	485.00

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	15,640.00	15,243.20	0.00	485.00	(88.20)
32-8000-9200-62470	BLDG R & M				
	P1500234	12/08/2015	BATTERIES PLUS LLC	598.70	
	P1500241	10/12/2015	FIRST SUPPLY MADISON LLC	77.95	
	P1500258	12/21/2015	WERNER ELECTRIC SUPPLY COMPAN	16.00	
	P1503164	12/10/2015	DEGARMO PLUMBING INC	942.10	
	P1503715	12/17/2015	HAMILTON BENCHMARK INC	4,800.00	
	P1503833	12/15/2015	DEGARMO PLUMBING INC	786.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	13,750.00	31,174.60	208.44	7,220.75	(24,853.79)
32-8000-9200-63109	OTHER SUPP/EXP				
	P1500242	12/03/2015	HOH WATER TECHNOLOGY INC	505.00	
	P1500252	12/01/2015	MC MASTER-CARR SUPPLY COMPANY	114.75	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,000.00	7,842.54	0.00	619.75	(2,462.29)
SUPPORT SERVICE MAINTENANCE PROG TOTAL				12,167.19	
32-8000-9300-62110	PEST CONTROL				
	P1503725	12/03/2015	ALL PEST CONTROL	100.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,800.00	1,140.00	660.00	100.00	(100.00)
32-8000-9300-62164	DISPOSAL SERV				
	P1500272	11/17/2015	OFFICE PRO INC	103.20	
	P1503796	12/03/2015	PKK LIGHTING INC	141.59	
	P1503828	12/15/2015	WISCONSIN DEPARTMENT OF NATUR	55.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	19,500.00	14,664.68	4,868.34	299.79	(332.81)
32-8000-9300-63109	OTHER SUPP/EXP				
	P1501704	11/24/2015	SUPPLY WORKS	16.86	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	4,000.00	3,416.04	0.00	16.86	567.10
32-8000-9300-63111	PAPER PRODUCTS				
	P1500279	12/10/2015	STAPLES ADVANTAGE	990.00	
	P1501906	12/10/2015	MCKESSON MEDICAL SURGICAL MN S	634.20	
	P1503340	12/03/2015	PROFESSIONAL MEDICAL INC	751.99	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	24,500.00	32,727.19	109.94	2,376.19	(10,713.32)
32-8000-9300-63404	JANITOR/CLEANING				

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
		P1501704	11/24/2015	SUPPLY WORKS	2,365.71
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	24,000.00	21,030.08	356.85	2,365.71	247.36
SUPPORT SERVICE ENVIRONMENTAL PROG TOTAL				5,158.55	
32-8000-9500-64424	EMPLOYEE RECOGN.				
		P1500277	12/17/2015	SENTRY FOODS INC STORE #375	121.40
		P1503750	12/18/2015	BASICS NATURAL FOOD MARKET	271.94
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,500.00	1,354.63	(78.39)	393.34	830.42
SUPPORT SERVICE ADMINISTRATION PROG TOTAL				393.34	
32-8000-9700-62174	INTERNIST				
		P1503351	12/21/2015	WEST MD,WILLIAM PETER	10,782.50
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	250,000.00	218,030.00	15,560.00	10,782.50	5,627.50
SUPPORT SERVICE MEDICAL STAFF PROG TOTAL				10,782.50	
32-9000-9940-61920	PHYSICALS				
		P1500271	11/11/2015	OCCUPATIONAL HEALTH CENTER	792.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,000.00	4,076.25	0.00	792.00	(1,868.25)
GENERAL SERVICE EMP BENEFITS PROG TOTAL				792.00	

I have examined the preceding bills and encumbrances in the total amount of **\$48,015.47**
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
 B. Bills under \$10,000 to be paid.
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **JAN 13 2016**

Dept Head _____

Committee Chair _____

**Rock Haven
RESIDENT COUNCIL MEETING
November 17, 2015**

Members Present:

Ramon Ojeda	Louis Amerpohf	Sharon Barnes	Jean Dean
Sheila Tabbert	Joanne OBrien	Lynn Gibson	Marion Longman
Beulah Rudolph	Phyllis Williams	Lillian Frayer	Phyllis Kail
Tom Hahn	Pat Linneman		
Eddie Sanchez	Marjorie Woodman		

Others: Gail Sullivan, SW Theresa Talbert, SW Sue Lewiston, AD

Meeting called to order – Beulah Rudolph
Pledge of Allegiance Recited – All Members
Reading of Last Meeting Minutes – Tom Hahn
Treasurer's Report – by Lillian Frayer

Deposits– \$0.46
Expenses – None
Balance -- \$4,215.28

General Announcements: Eddie S. was identified as a “new” member being present at the meeting

Old Business:

New Business:

- The Sept & Oct. minutes from to the Health Services Committee was shared with the group
- Maintenance concerns:
- Upcoming Special Events was shared with the group
- Educational Topic: Manners
- Use of the unit cell phone: concern that not always available
- Nominations for Resident Council Officers & voting to occur
- There were no additional questions or concerns & meeting was adjourned

Next meeting: Tuesday, December 15 @ 10:15 am –in the Social Room & Officers will meet on Friday, December 11 in the conference room on Limestone Court @ 10:00 am

MEMORANDUM

To: Health Services Committee
From: Sue Prostko
Date: January 5, 2016
Re: Semi-Annual Report - Attendance at Conventions/Conferences

There was no attendance at any training, convention or conference that exceeded total costs of \$1,000 per event, per employee during the period July 1, 2015 through December 31, 2015.



SLP/MLL

cc Josh Smith

2015 Patient Revenues for Rock Haven November

Limestone									
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	\$96,221	\$141,379	-\$45,158	-32%	\$1,149,651	\$1,574,016	-\$424,365	-27%	
Hospice	\$5,607	\$9,630	-\$4,023	-42%	\$119,608	\$107,215	\$12,393	12%	
Medical Assistance	\$252,980	\$231,122	\$21,858	9%	\$2,495,233	\$2,573,161	-\$77,928	-3%	
Private Pay	\$64,233	\$63,000	\$1,233	2%	\$906,264	\$701,400	\$204,864	29%	
Total	\$419,040	\$445,131	-\$26,090	-6%	\$4,670,755	\$4,955,791	-\$285,036	-6%	

Sandstone									
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	\$28,741	\$51,410	-\$22,669	-44%	\$593,569	\$572,369	\$21,200	4%	
Hospice	\$12,895	\$16,643	-\$3,748	-23%	\$143,171	\$185,296	-\$42,125	-23%	
Medical Assistance	\$277,719	\$260,745	\$16,973	7%	\$3,019,549	\$2,902,963	\$116,586	4%	
Private Pay	\$68,466	\$45,000	\$23,466	52%	\$518,486	\$501,000	\$17,486	3%	
Total	\$387,821	\$373,799	\$14,022	4%	\$4,274,775	\$4,161,628	\$113,147	3%	

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	\$124,962	\$192,789	-\$67,827	-35%	\$1,743,220	\$2,146,385	-\$403,165	-19%	
Hospice	\$18,502	\$26,273	-\$7,771	-30%	\$262,779	\$292,511	-\$29,732	-10%	
Medical Assistance	\$530,699	\$491,867	\$38,831	8%	\$5,514,782	\$5,476,124	\$38,658	1%	
Private Pay	\$132,699	\$108,000	\$24,699	23%	\$1,424,750	\$1,202,400	\$222,350	18%	
Total	\$806,862	\$818,930	-\$12,068	-1%	\$8,945,530	\$9,117,419	-\$171,889	-2%	

2015 PATIENT DAYS FOR ROCK HAVEN

	ACTUAL MTD	PATIENT DAYS BUDGET		OVER/UNDER	% OVER/UNDER	ACTUAL YTD	PATIENT DAYS BUDGET		OVER/UNDER	% OVER/UNDER
		MTD	YTD				YTD	YTD		
LIMESTONE COURT										
MEDICARE	SNF	231	300	-69.00	-23.00	2732	3340	-608	-18.20	
	TOTAL	231	300	-69.00	-23.00	2732	3340	-608	-18.20	
HOSPICE	SNF	30	60	-30	-50.00	670	668	2	0.30	
	TOTAL	30	60	-30	-50.00	670	668	2	0.30	
MEDICAL ASSISTANCE	SNF	1355	1290	65	5.04	13613	14362	-749	-5.22	
	TOTAL	1355	1290	65	5.04	13613	14362	-749	-5.22	
PRIVATE PAY	SNF	215	210	5	2.38	2985	2338	647	27.67	
	TOTAL	215	210	5	2.38	2985	2338	647	27.67	
TOTAL LIMESTONE COURT		1831	1860	-29	-1.56	20000	20708	-708	-3.42	
SANDSTONE COURT										
MEDICARE	SNF	69	150	-81	-54.00	1483	1670	-187	-11.20	
	TOTAL	69	150	-81	-54.00	1483	1670	-187	-11.20	
HOSPICE	SNF	69	90	-21	-23.33	732	1002	-270	-26.95	
	TOTAL	69	90	-21	-23.33	732	1002	-270	-26.95	
MEDICAL ASSISTANCE	SNF	1486	1470	16	1.09	16467	16366	101	0.62	
	TOTAL	1486	1470	16	1.09	16467	16366	101	0.62	
PRIVATE PAY	SNF	230	150	80	53.33	1660	1670	-10	-0.60	
	TOTAL	230	150	80	53.33	1660	1670	-10	-0.60	
TOTAL SANDSTONE COURT		1854	1860	-6	-0.32	20342	20708	-366	-1.77	

2015 PATIENT DAYS FOR ROCK HAVEN

	SNF	ACTUAL		PATIENT DAYS		OVER/		PATIENT DAYS		% OVER/	
		MTD	300	MTD	450	-UNDER	-150	YTD	5010	-UNDER	-UNDER
TOTAL ROCK HAVEN		300	450	4215	5010	-795					-15.87
		99	150	1402	1670	-268					-16.05
HOSPICE		99	150	1402	1670	-268					-16.05
		2841	2760	30080	30728	-648					-2.11
MEDICAL ASSISTANCE		2841	2760	30080	30728	-648					-2.11
		445	360	4645	4008	637					15.89
PRIVATE PAY		445	360	4645	4008	637					15.89
		3685	3720	40342	41416	-1074					-2.59
TOTAL ROCK HAVEN		3685	3720	40342	41416	-1074					-2.59

ROCK HAVEN ADMISSIONS/DISCHARGES/CENSUS - 2015

ADMISSIONS					
	Limestone	Limestone	Sandstone	Sandstone	Total
	East	West	West	East	
January	5	8	3	5	21
February	4	4	2	2	12
March	6	6	3	2	17
April	4	9	3	4	20
May	5	2	3	1	11
June	5	6	2	4	17
July	6	5	0	3	14
August	4	7	1	4	16
September	3	7	0	5	15
October	5	6	0	3	14
November	3	4	1	4	12
December	5	12	3	5	25
Total	55	76	21	42	194

1/31/2015
2/28/2015
3/31/2015
4/30/2015
5/31/2015
6/30/2015
7/31/2015
8/31/2015
9/30/2015
10/31/2015
11/30/2015
12/31/2014

DISCHARGES/DEATHS					
	Limestone	Limestone	Sandstone	Sandstone	Total
	East	West	West	East	
January	4	9	3	4	20
February	6	3	4	2	15
March	4	6	2	2	14
April	4	8	3	3	18
May	6	4	2	3	15
June	6	6	1	4	17
July	4	5	3	4	16
August	2	5	0	4	11
September	3	6	0	2	11
October	5	10	0	5	20
November	2	3	1	4	10
December	1	5	1	4	11
Total	47	70	20	41	178

1/31/2015
2/28/2015
3/31/2015
4/30/2015
5/31/2015
6/30/2015
7/31/2015
8/31/2015
9/30/2015
10/31/2015
11/30/2015
12/31/2014

CENSUS					
	Limestone	Limestone	Sandstone	Sandstone	Total
	East	West	West	East	
January	30	29	30	31	119
February	29	30	29	31	119
March	31	30	30	31	122
April	31	31	30	32	124
May	30	29	31	30	120
June	29	30	32	30	121
July	30	29	31	29	119
August	32	31	32	29	124
September	32	32	32	32	128
October	31	29	32	30	122
November	31	31	32	30	124
December	31	30	30	30	121
Budget	32	31	32	31	126
Capacity*	32	32	32	32	128

1/31/2015
2/28/2015
3/31/2015
4/30/2015
5/31/2015
6/30/2015
7/31/2015
8/31/2015
9/30/2015
10/31/2015
11/30/2015
12/31/2014

*Downsize from 130 to 128 occurred 10/1/2012