

ROCK COUNTY, WISCONSIN



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

HEALTH SERVICES COMMITTEE
Wednesday, February 10, 2021 at 9:00 a.m.
CALL: 1-312-626-6799
MEETING ID: 862 7033 5113

Topic: Health Service Committee

Time: February 10, 2021 09:00 AM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86270335113>

Meeting ID: 862 7033 5113

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)
- +1 669 900 6833 US (San Jose)

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, February 9, 2021 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, February 10, 2021 – 09:00 A.M.

AGENDA

1. Call to Order
2. Adoption of Agenda
3. Approval of Minutes – January 13, 2021 and January 28, 2021
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:** Confirmation of Appointment of Nursing Home Administrator
 - b. Information Item: Nurse Practitioner Hiring Process
12. Reports
 - a. Census
13. Committee Requests
14. Next Meeting Date – The next regular meeting of the Health Services Committee will be Wednesday, March 10, 2021 via Zoom.
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

January 13, 2021

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 Leavy

STAFF MEMBERS PRESENT: Sara Beran, Interim NHA; Renae Thompson, Interim DON; Joanne Foss, Finance; Ashley Kabor, Finance; Dave Froeber, Maintenance; Heather Kempf, RN; Rebecca Shellenberger, AA

OTHERS PRESENT: Annette Mikula, HRD; Josh Smith, County Administrator; Amy Spoden, HRD; Shirley Williams, CB

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

APPROVAL OF MINUTES – December 9, 2020 – Supervisor Beaver moved approval of the December 9, 2020 minutes, second by Supervisor Brien. APPROVED

INTRODUCTIONS, CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS – There were 27 letters received about Rock Haven mandating the COVID-19 vaccine or getting laid off. Michelle Lynch read 5 of the letters pertaining to current staffing problems and with more staff not receiving the vaccine, more vacancies. A couple of employee's have had a reaction to their first vaccine and were told in-order to hold a job, the 2nd dose would need to be completed, and a doctor's medical note would not exempt anyone from not receiving the vaccine.

REVIEW OF PAYMENTS – Committee reviewed payments.

BUDGET TRANSFERS – None

FINANCE – Rock Haven received a second round of cares money valued at \$106,385.75 for December.

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

STAFF MEMBER REPORTS – None

OLD BUSINESS –

COVID-19 – Sara Beran, Interim NHA stated that there have been 6 staff members that have tested positive for COVID, since the last meeting.

Supervisor Beaver wanted to know if this was the first of hearing about the mandating of the vaccine at Rock Haven. Sara Beran stated that there was an email sent to the committee regarding this.

Supervisor Beaver asked if the vaccine was really being mandated. Josh Smith, County Administrator stated that Sara Beran had brought the idea to him and it was taken to Corp Council and Human Resources to confirm that it could be mandated.

Supervisor Beaver stated that she believed it should be a choice, since the vaccine is still new.

Supervisor Schulz asked if staff was uncomfortable with this brand of vaccine, could Rock Haven get another type. Josh Smith said that the brand is what the state provides. There is not a choice.

Sara Beran said Rock Haven put in place an emergency staffing plan last March.

Supervisor Schulz asked what kind of outbreaks, the other places are having, that are not mandating the vaccine. Sara Beran said the other places are having terrible outbreaks.

Chair Brien asked how the next round of vaccines will affect staffing. Sara Beran stated Rock Haven will be fine.

MEDICAL DIRECTOR – Dr. Shaikh continues to be the interim medical director, until the new NHA is hired and decides on the direction that Rock Haven will go.

NEW BUSINESS –

SEMI-ANNUAL REPORT – ATTENDANCE AT CONVENTIONS/CONFERENCES
– Report was provided.

ADON AND SUPERVISOR POSITIONS – Renae Thompson accepted the Director of Nursing position. Aimee Thomas and Kim Ball accepted the Nurse Manager positions.

HIRING PROCESS FOR NURSE PRACTITINER AND APPLICANTS - When a nursing home administrator is hired, they will choose the direction of the nurse practitioner and medical director positions. Dr. Shaikh and his residents are covering the care of the residents at this time.

RESOLUTION RECOGNIZING JEAN FRIEND FOR YEARS OF SERVICE AT ROCK HAVEN – Supervisor Beaver moved to approve resolution recognizing Jean Friend for years of service at Rock Haven. Second by Supervisor Schulz. APPROVED

REPORTS –

CENSUS – Currently there are 92 residents.

NURSING HOME ADMINISTRATOR RECRUITMENT – There are 3 candidates that staff will be able to ask questions being done on Zoom. January 13, 14 and 15, 2021.

COMMITTEE REQUESTS –

NEXT MEETING DATE – The next regular meeting of the Health Service Committee is scheduled for Wednesday, February 10, 2020 at 9 a.m. via Zoom.

ADJOURNMENT – Supervisor Leavy moved to adjourn at 09:46 a.m., second by Supervisor Schulz. ADOPTED by acclamation.

Respectfully submitted,
Michelle Lynch

NOT OFFICIAL UNTIL APPROVED BY THE COMMITTEE



HEALTH SERVICES COMMITTEE
Minutes – January 28, 2021

Call to Order. Chair Brien called the meeting of the Health Services Committee to order at 7:45 A.M., Thursday, January 28, 2021 via teleconference.

Committee Members Present: Supervisors Brien, Beaver, Bomkamp, Schulz, and Leavy (departed at 11:00).

Committee Members Absent: None.

Staff Members Present: at 7:45: Josh Smith, County Administrator; Annette Mikula, Human Resources Director. At 11:15: Sara Beran; Michelle Lynch; Amy Spoden; Dave Froeber; Rich Greenlee; Ashley Kabor; Brent Sutherland; Randy Terronez; Tracey Van Zandt; Madeline Wiger.

Others Present: Supervisor Mary Mawhinney and Supervisor Shirley Williams. At 11:15: Supervisor Rick Richard; Sheryl Hengeveld; Christine Raleigh.

Approval of Agenda. Supervisor Beaver moved approval of the agenda, second by Supervisor Bomkamp. ADOPTED.

Communications and Announcements. None.

Executive Session: Supervisors Bomkamp and Beaver moved to go into Executive Session at 7:46 a.m. per Section 19.85 (1) (c), WI. Stats. – Interviews of finalists for Nursing Home Administrator. ADOPTED on a roll call with the following: Ayes – Supervisor Brien, Beaver, Bomkamp, Schulz, and Leavy.

Supervisor Beaver moved to go out of closed session at 11:15 a.m., second by Supervisor Schulz. ADOPTED.

Resolutions and Committee Approval

Establishing a Policy Prohibiting Rock Haven from Requiring COVID-19 Vaccines for Staff

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2021 does hereby establish a policy that effective January 28, 2021, Rock Haven may not require staff to receive any COVID-19 vaccine.

BE IT FURTHER RESOLVED, that the County Board highly recommends the vaccine for all employees.”

Supervisor Brien moved approval of the above resolution, second by Supervisor Schulz.
ADOPTED on the following vote: Ayes – 3, Nays – 1 (Sup. Bomkamp), Absent – 1 (Sup. Leavy).

Adjournment. Supervisor Bomkamp moved adjournment at 11:49 A.M., second by Supervisor Beaver. ADOPTED.

Respectfully submitted,

Randy Terronez
Assistant to the County Administrator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

ROCK COUNTY

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

01/28/2021

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
32-4000-0000-62210	Telephone					
		P2002276	01/28/2021	REMIND101 INC	SUBSCRIPTION FOR TEXT NOTIFICA	844.00
32-4000-0000-64000	Medical Supplies					
		P2000486	01/07/2021	DIRECT SUPPLY EQUIPMENT	COVID MED SUPPLIES	5,605.60
		P2000495	01/14/2021	MCKESSON MEDICAL SURGICAL MN S	COVID MED SUPPLIES	598.84
		P2000546	01/14/2021	MEDLINE INDUSTRIES INC	COVID MED SUPPLIES	662.22
		P2000590	01/14/2021	US BANK	COVID MED SUPPLIES	23.96
RH COVID-19 Response PROG TOTAL						7,734.62
32-7260-7400-62176	Laboratory					
		P2000552	01/14/2021	MERCY HEALTH SYSTEM	LABORATORY	543.04
32-7260-7400-62179	Pharmacy					
		P2000592	01/14/2021	THRIFTY WHITE PHARMACY	PHARMACY	1,248.89
32-7260-7400-62180	PHYSICAL THERAPY					
		P2000538	01/21/2021	GENESIS REHABILITATION SERVICE	PT	14,615.14
32-7260-7400-62185	Occupational					
		P2000538	01/21/2021	GENESIS REHABILITATION SERVICE	OT	11,396.48
32-7260-7400-62186	Speech Therapy					
		P2000538	01/21/2021	GENESIS REHABILITATION SERVICE	ST	1,145.26
RH Contract Services T-18 PROG TOTAL						28,948.81
32-7500-7350-63109	Other Supplies					
		P2000565	01/07/2021	ROCK COUNTY HEALTH CARE CENTER	CANTEEN SUPPLIES	81.99
		P2000590	01/14/2021	US BANK	REC THERAPY OTHER SUPPLIES	254.94
Program Service Administration PROG TOTAL						336.93
32-8000-8100-63100	Office&Misc Exp					
		P2000590	01/14/2021	US BANK	OFFICE SUPPLIES	812.07
32-8000-8100-63109	Other Supplies					
		P2000547	01/07/2021	GORDON FOOD SERVICE	MAT OTHER SUPPLIES	148.08
		P2000566	01/07/2021	ROCK COUNTY HEALTH CARE CENTER	REIMB SHRUNKEN SLIPPERS	30.58
32-8000-8100-64000	Medical Supplies					
		P2000495	01/14/2021	MCKESSON MEDICAL SURGICAL MN S	MED SUPPLIES	1,101.88

ROCK COUNTY

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

01/28/2021

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
		P2000546	01/07/2021	MEDLINE INDUSTRIES INC	MED SUPPLIES	543.95
		P2000547	01/07/2021	GORDON FOOD SERVICE	MED SUPPLIES	23.55
		P2000573	01/07/2021	PROFESSIONAL MEDICAL INC	MED SUPPLIES	1,268.63
		P2000574	01/07/2021	PERFORMANCE HEALTH SUPPLY INC	MED SUPPLIES	215.07
		P2000590	01/14/2021	US BANK	MED SUPPLIES	302.84
32-8000-8100-64003	Oxygen Supplies					
		P2000578	01/14/2021	NORTHWEST RESPIRATORY SERVICES	OXYGEN SUPPLIES	987.72
32-8000-8100-64408	Disposables					
		P2000573	01/28/2021	PROFESSIONAL MEDICAL INC	ATTENDS	6.99
Support Service Materials PROG TOTAL						5,441.36
32-8000-8200-62104	Consult Services					
		P2000592	01/14/2021	THRIFTY WHITE PHARMACY	CONSULTING SERVICES	1,033.50
32-8000-8200-63109	Other Supplies					
		P2000588	01/21/2021	ROCK MED LTC PHARMACY	OTHER SUPPLIES & EXP	60.00
		P2000592	01/14/2021	THRIFTY WHITE PHARMACY	OTHER SUPPLIES & EXP	4,158.58
Support Service-Pharmacy PROG TOTAL						5,252.08
32-8000-9100-63109	Other Supplies					
		P2000547	01/07/2021	GORDON FOOD SERVICE	OTHER SUPPLIES	197.22
		P2000594	01/07/2021	SYSCO FOODS OF BARABOO LLC	OTHER SUPPLIES	72.25
32-8000-9100-63111	Paper Products					
		P2000590	01/14/2021	US BANK	PAPER PRODUCTS	9.98
		P2000594	01/07/2021	SYSCO FOODS OF BARABOO LLC	PAPER PRODUCTS	28.36
32-8000-9100-64102	Dairy					
		P2000493	01/07/2021	COUNTRY QUALITY DAIRY	DAIRY	449.49
		P2000547	01/07/2021	GORDON FOOD SERVICE	DAIRY	95.92
		P2000594	01/07/2021	SYSCO FOODS OF BARABOO LLC	DAIRY	205.67
32-8000-9100-64105	Groceries					
		P2000540	01/14/2021	KWIK TRIP INC	GROCERY	105.48
		P2000547	01/07/2021	GORDON FOOD SERVICE	GROCERY	1,049.94
		P2000572	01/07/2021	PAN-O-GOLD BAKING CO	BREAD	72.40
		P2000590	01/14/2021	US BANK	GROCERY	103.38

ROCK COUNTY

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

01/28/2021

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
32-8000-9100-64107	Meat	P2000591	01/07/2021	TROPIC JUICES INC	JUICE	196.20
		P2000594	01/07/2021	SYSCO FOODS OF BARABOO LLC	GROCERY	1,282.07
		P2000547	01/07/2021	GORDON FOOD SERVICE	MEAT	411.79
		P2000590	01/14/2021	US BANK	MEAT	114.73
32-8000-9100-64109	Supplements	P2000594	01/07/2021	SYSCO FOODS OF BARABOO LLC	MEAT	366.94
		P2000590	01/14/2021	US BANK	SUPPLEMENTS	95.94
		Support Services-Food Service PROG TOTAL				
32-8000-9200-62460	BLDG SERV R&M					
32-8000-9200-62461	Elevator R&M	P2000340	01/14/2021	US BANK	BUILDING SERV EQUIP	739.28
		P2000352	01/07/2021	TAS COMMUNICATIONS INC	E-ALARM	39.50
		P2002209	01/07/2021	GUILLENS COMPANY LLC	SEMI ANNUAL HOOD AND DUCT CLEA	750.00
32-8000-9200-62463	File Alarm	P2002240	01/14/2021	ATIS ELEVATOR INSPECTIONS LLC	ANNUAL INSPECTION OF THE	143.00
32-8000-9200-62470	Building R&M	P2000297	01/07/2021	ABC FIRE AND SAFETY INC	AUTOMATIC FIRE SUPPRESSION SYS	144.00
32-8000-9200-63109	Other Supplies	P2002238	01/14/2021	COLLINS SANITARY	DISPOSAL SLURRY STORE GREASE T	420.00
		P2000318	01/07/2021	E AND D WATER WORKS INC	SOLAR SALT	284.20
		P2000340	01/14/2021	US BANK	CREDIT OTHER SUPPLIES & EXP	0.00
		P2000346	01/07/2021	MENARDS	MAINT OTHER SUPPLIES	101.87
		P2002239	01/14/2021	SHAMROCK SCIENTIFIC SPECIALITY	SHIPPING AND HANDLING.	272.31
Support Service-Maintenance PROG TOTAL					2,894.16	
32-8000-9300-62163	Laundry					
32-8000-9300-62164	Disposal Service	P2000456	01/14/2021	ARAMARK UNIFORM SERVICES INC	LAUNDRY	1,505.70
		P2000575	01/28/2021	OFFICE PRO INC	SHREDDING SERVICE	16.45
32-8000-9300-63109	Other Supplies	P2000547	01/07/2021	GORDON FOOD SERVICE	ES OTHER SUPPLIES	26.56
32-8000-9300-63111	Paper Products					

ROCK COUNTY

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

01/28/2021

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
32-8000-9300-63404	Janitor/Cleaning	P2000573	01/07/2021	PROFESSIONAL MEDICAL INC	PLASTIC LINERS	830.80
		P2000495	01/14/2021	MCKESSON MEDICAL SURGICAL MN S	CLEANING SUPPLIES	183.00
		P2000590	01/14/2021	US BANK	JANITORIAL/CLEANING	1,550.66
		P2000710	01/07/2021	NORTH AMERICAN CORPORATION	CLEANING SUPPLIES	485.20
Support Services-Environmental PROG TOTAL						4,598.37
32-8000-9500-62189	Other Medical					
		P2000577	01/28/2021	NURSES PRN	AGENCY NURSES	13,964.81
32-8000-9500-64200	Training					
		P2000590	01/14/2021	US BANK	TRAINING EXPENSE	879.96
Support Service-Administration PROG TOTAL						14,844.77

I have reviewed the preceding payments in the total amount of **\$74,908.86**

Date: _____ Dept Head _____
Committee Chair _____

ROCK COUNTY

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

01/28/2021

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
----------------	--------------	-----	------------	-------------	-------------	-------------

REPORT COMPLETE!

Report Total: 74,908.86

For Job Numbers: 2137521, 2140536, 2141978, 2141990, 2144830

ROCK COUNTY

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JANUARY 2021**

01/28/2021

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
32-4000-0000-64000	Medical Supplies					
		P2100346	01/28/2021	MCKESSON MEDICAL SURGICAL MN S	COVID MED SUPPLIES	598.84
		P2100356	01/28/2021	DIRECT SUPPLY EQUIPMENT	COVID MED SUPPLIES	13,464.80
					RH COVID-19 Response PROG TOTAL	14,063.64
32-7500-7350-64300	Rec Therapy					
		P2100359	01/14/2021	CHARTER COMMUNICATIONS	REC THERAPY CABLE TV	1,450.84
					Program Service Administration PROG TOTAL	1,450.84
32-8000-8100-63100	Office&Misc Exp					
		P2100344	01/21/2021	BATTERIES PLUS LLC	OFFICE SUPPLIES	696.96
		P2100688	01/14/2021	NEWBOLD CORP	INK ROLLS FOR IMPRINTER	107.22
32-8000-8100-63109	Other Supplies					
		P2100363	01/21/2021	GORDON FOOD SERVICE	MAT OTHER	266.05
		P2100397	01/28/2021	ROCK COUNTY HEALTH CARE CENTER	REIMB FAM BROKEN DECOR	74.99
		P2100425	01/07/2021	ROCK COUNTY HEALTH CARE CENTER	PERMS	44.20
32-8000-8100-64000	Medical Supplies					
		P2100346	01/28/2021	MCKESSON MEDICAL SURGICAL MN S	MED SUPPLIES	1,399.32
		P2100366	01/28/2021	MEDLINE INDUSTRIES INC	MED SUPPLIES	2,762.47
		P2100374	01/21/2021	NASSCO INC	MED SUPPLIES	747.50
		P2100381	01/28/2021	PERFORMANCE HEALTH SUPPLY INC	MED SUPPLIES	451.29
		P2100399	01/21/2021	PROFESSIONAL MEDICAL INC	MED SUPPLIES	3,076.40
		P2100718	01/21/2021	PATTERSON DENTAL COMPANY	DENTAL FLOSS FOR RESIDENTS	108.13
32-8000-8100-64408	Disposables					
		P2100360	01/28/2021	CONCORDANCE HEALTHCARE SOLUTIO	ATTENDS	1,941.80
		P2100399	01/21/2021	PROFESSIONAL MEDICAL INC	ATTENDS	601.08
					Support Service Materials PROG TOTAL	12,277.41
32-8000-9100-63109	Other Supplies					
		P2100363	01/28/2021	GORDON FOOD SERVICE	OTHER SUPPLIES	72.52
		P2100397	01/14/2021	ROCK COUNTY HEALTH CARE CENTER	GROCERY	50.22
		P2100439	01/21/2021	SYSCO FOODS OF BARABOO LLC	OTHER SUPPLIES	198.66
32-8000-9100-63111	Paper Products					

ROCK COUNTY

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JANUARY 2021**

01/28/2021

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
		P2100363	01/21/2021	GORDON FOOD SERVICE	PAPER PRODUCTS	185.57
		P2100439	01/28/2021	SYSCO FOODS OF BARABOO LLC	PAPER PRODUCTS	120.77
32-8000-9100-64102	Dairy					
		P2100358	01/28/2021	COUNTRY QUALITY DAIRY	DAIRY	1,701.39
		P2100363	01/28/2021	GORDON FOOD SERVICE	DAIRY	343.07
		P2100439	01/28/2021	SYSCO FOODS OF BARABOO LLC	DAIRY	587.24
32-8000-9100-64105	Groceries					
		P2100363	01/28/2021	GORDON FOOD SERVICE	GROCERY	3,869.25
		P2100385	01/28/2021	PAN-O-GOLD BAKING CO	BREAD	425.64
		P2100406	01/28/2021	TROPIC JUICES INC	JUICE	539.55
		P2100439	01/28/2021	SYSCO FOODS OF BARABOO LLC	GROCERY	4,110.53
32-8000-9100-64107	Meat					
		P2100363	01/28/2021	GORDON FOOD SERVICE	MEAT	1,055.09
		P2100439	01/28/2021	SYSCO FOODS OF BARABOO LLC	MEAT	1,843.09
32-8000-9100-64109	Supplements					
		P2100439	01/28/2021	SYSCO FOODS OF BARABOO LLC	SUPPLEMENTS	74.55
Support Services-Food Service PROG TOTAL						15,177.14
32-8000-9200-62450	Grounds Imp R&M					
		P2100446	01/28/2021	TRUGREEN	LAWN SERVICE WEED CONTROL	2,255.80
32-8000-9200-62460	BLDG SERV R&M					
		P2100412	01/28/2021	TAS COMMUNICATIONS INC	E-ALARM	39.50
		P2100415	01/14/2021	R E MICHEL COMPANY	BUILDING SERV EQUIP	280.00
32-8000-9200-62463	File Alarm					
		P2100173	01/28/2021	JF AHERN COMPANY	SPRINKLER INSPECTION	398.00
		P2100378	01/07/2021	PROTECTION TECHNOLOGIES	ANNUAL FIRE ALARM MONITOR SERV	325.00
		P2100552	01/14/2021	PROTECTION TECHNOLOGIES	SERVICE AGREEMENT	11,196.00
32-8000-9200-63109	Other Supplies					
		P2100284	01/14/2021	US BANK	OTHER SUPPLIES & EXP	210.00
		P2100391	01/28/2021	HOH WATER TECHNOLOGY INC	JAN 2021 MONTHLY CONTRACT BILL	505.00
Support Service-Maintenance PROG TOTAL						15,209.30
32-8000-9300-62110	Pest Control					

ROCK COUNTY

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JANUARY 2021**

01/28/2021

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
		P2100432	01/28/2021	SAFEWAY PEST CONTROL	PEST CONTROL YRLY ROCK HAVEN	1,756.02
32-8000-9300-62163	Laundry					
		P2100345	01/28/2021	ARAMARK UNIFORM SERVICES INC	LAUNDRY	4,479.58
32-8000-9300-62164	Disposal Service					
		P2100352	01/21/2021	HEALTHCARE WASTE MANAGEMENT IN	MED WASTE	99.35
		P2100380	01/28/2021	OFFICE PRO INC	SHREDDING SERVICE	9.45
32-8000-9300-63109	Other Supplies					
		P2100363	01/21/2021	GORDON FOOD SERVICE	MAT & OTHER SUPPLIES	120.57
32-8000-9300-63111	Paper Products					
		P2100346	01/28/2021	MCKESSON MEDICAL SURGICAL MN S	PAPER PRODUCTS	542.92
		P2100399	01/21/2021	PROFESSIONAL MEDICAL INC	PLASTIC LINERS	830.80
32-8000-9300-63404	Janitor/Cleaning					
		P2100365	01/14/2021	MENARDS	JANITORIAL/CLEANING	37.90
		P2100374	01/21/2021	NASSCO INC	ES SUPPLIES	243.20
Support Services-Environmental PROG TOTAL						8,119.79
32-8000-9500-62189	Other Medical					
		P2100372	01/28/2021	NURSES PRN	AGENCY NURSES	8,903.19
32-8000-9500-63200	Pubs/Subs/Dues					
		P2100397	01/14/2021	ROCK COUNTY HEALTH CARE CENTER	WI DON PROFESSIONAL MEMBER FEE	75.00
32-8000-9500-64415	Provider Tax					
		P2100404	01/14/2021	WISCONSIN DEPARTMENT OF HEALTH	PROVIDER TAX	21,760.00
Support Service-Administration PROG TOTAL						30,738.19
32-9000-9910-65103	Public Liability					
		P2100687	01/07/2021	CINCINNATI INSURANCE COMPANY	RESIDENT TRUST ACCOUNT	500.00
General Service Insurance PROG TOTAL						500.00
32-9000-9930-62210	Telephone					
		P2100690	01/28/2021	ABILITY NETWORK INC	2021 BLANKET PURCHASE ORDER	494.72
General Services Telephone PROG TOTAL						494.72

ROCK COUNTY

COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JANUARY 2021

01/28/2021

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
----------------	--------------	-----	------------	-------------	-------------	-------------

I have reviewed the preceding payments in the total amount of **\$98,031.03**

Date: _____ Dept Head _____
Committee Chair _____

ROCK COUNTY

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JANUARY 2021**

01/28/2021

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
----------------	--------------	-----	------------	-------------	-------------	-------------

REPORT COMPLETE!

Report Total: 98,031.03

For Job Numbers: 2137528, 2140539, 2140543, 2141992, 2145604

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Health Services Committee
INITIATED BY

Health Services Committee
SUBMITTED BY



Amy Spoden, Asst. HR Director
DRAFTED BY

February 3, 2021
DATE DRAFTED

CONFIRMATION OF APPOINTMENT OF NURSING HOME ADMINISTRATOR

- 1 **WHEREAS**, the previous Nursing Home Administrator, left County employment on December 3, 2020; and,
- 2
- 3 **WHEREAS**, the County has conducted a recruitment effort to fill the job of Nursing Home Administrator; and,
- 4
- 5 **WHEREAS**, the candidates were screened with the most qualified being interviewed; and,
- 6
- 7 **WHEREAS**, the County Administrator has appointed Natalie Rolling-Edlebeck, who has been recommended
- 8 by the Health Services Committee; and,
- 9
- 10 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors assembled this
- 11 _____ day of _____, 2021, confirms the appointment of Natalie Rolling-Edlebeck, as Nursing Home
- 12 Administrator in accordance with the attached conditions of employment.

Respectfully Submitted,

HEALTH SERVICES COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Tom Brien, Chair

Richard Bostwick, Chair

Mary Beaver, Vice Chair

Wes Davis, Vice Chair

Ron Bomkamp

Mary Beaver

Kevin Leavy

Tom Brien

Kathy Schulz

Kevin Leavy

Louis Peer

J. Russell Podzilni

Alan Sweeney

Bob Yeomans

CONFIRMATION OF APPOINTMENT OF NURSING HOME ADMINSTRATOR

Page 2

FISCAL NOTE:

Funds for this position are included in the 2021 Rock Haven personnel budget.

/s/Sherry Oja

Sherry L. Oja
Finance Director

LEGAL NOTE:

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

/s/Richard Greenlee

Richard D. Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/Josh Smith

Josh Smith
County Administrator

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52

COUNTY OF ROCK, WISCONSIN

Employment Services Agreement

THIS AGREEMENT, made and entered into by and between the County of Rock (hereinafter referred to as "EMPLOYER") and Natalie Rolling-Edlebeck (hereinafter, "EMPLOYEE"),

WITNESSETH:

WHEREAS EMPLOYER whose address is c/o County Administrator, 51 South Main Street, Janesville, WI 53545, desires to obtain the services of Natalie Rolling-Edlebeck to serve as Rock Haven Nursing Home Administrator,

WHEREAS EMPLOYEE, whose current address is [REDACTED], [REDACTED] is able and willing to serve as Nursing Home Administrator;

NOW, THEREFORE, in consideration of the promises and the mutual covenants of the parties hereinafter set forth, the receipt and sufficiency of which is acknowledged by each party for itself, EMPLOYER and EMPLOYEE do agree as follows:

1. CONDITIONS OF EMPLOYMENT; GENERAL PROVISIONS. Employment of EMPLOYEE is subject to the general supervision and shall be conducted pursuant to the orders, advice and direction of the County Administrator and be governed by the terms and conditions of Chapter 18 of the Rock County Ordinance, except as to the terms and conditions that are herein modified. Employment is further subject to EMPLOYEE's compliance with and implementation of policies established from time to time by EMPLOYER in the exercise of its lawful authority. EMPLOYEE shall perform such other duties as are customarily performed by one holding the same or similar positions in other governmental organizations or businesses which provide similar services. EMPLOYER reserves to the County Administrator the right to require EMPLOYEE to render such other and unrelated services and duties as may be assigned from time to time by the County Administrator.

2. DUTIES OF EMPLOYEE; GENERAL PROVISIONS. EMPLOYEE agrees to perform lawfully, faithfully, industriously, competently, dutifully and to the best of EMPLOYEE's ability, all of the duties that may be required of EMPLOYEE pursuant to the express or implied terms of this agreement, to the level of satisfaction that the County Administrator may reasonably require.

3. DUTIES OF EMPLOYEE; JOB DESCRIPTION. The duties of EMPLOYEE shall include but not be limited to those expressly stated or implied in the job description for the position, as may be revised from time to time by EMPLOYER as circumstances change, and as set forth in applicable state statutes. This paragraph is further subject to the right of assignment reserved to the County Administrator, as set forth in paragraph 1 hereof.

4. DUTIES OF EMPLOYEE; OFFICIAL ACTS OF COUNTY BOARD. The duties of EMPLOYEE shall also include but not be limited to those expressly stated or implied in the ordinances, resolutions or motions of EMPLOYER's county board or any of its committees acting within the scope of their lawful authority.

5. DUTIES OF EMPLOYEE; DIRECTIVES OF COUNTY ADMINISTRATOR. The duties of EMPLOYEE shall also include but not be limited to those expressly stated or implied in orders, directives, or rules of the County Administrator.

53 6. TERM OF AGREEMENT. The term of this agreement shall be a period of 1 year,
54 commencing at 8:00 a.m., Monday, March 22, 2021, and expiring as of 11:59, March 21, 2022,
55 unless earlier terminated under other provisions of this agreement or by operation of law.
56

57 7. NONRENEWAL OF AGREEMENT. At its expiration this agreement shall not be considered
58 renewed unless extended in writing by mutual agreement of the parties. If it is the County
59 Administrator's intention not to renew this agreement, the County Administrator will attempt to give
60 EMPLOYEE three (3) months advance written notice of the intent not to renew this agreement,
61 provided, however, that failure to give such notice shall create no obligation on EMPLOYER to
62 continue EMPLOYEE's employment beyond the expiration date of this agreement. The County
63 Administrator may extend EMPLOYEE's employment on a month-to-month basis for a period not to
64 exceed 3 months, pending renewal of this agreement.
65

66 8. EMPLOYEE'S RESPONSIBILITIES; ETHICAL CONSIDERATIONS. EMPLOYEE shall at
67 all times observe and comply with all ethical obligations imposed or required by constitution, statute,
68 ordinance or other provision of law and shall at all times conduct EMPLOYEE's personal affairs in
69 such a manner as to avoid a conflict of interest or appearance of conflict and in accordance with the
70 duties and responsibilities of public officials. During normal work hours EMPLOYEE shall at all times
71 devote all of EMPLOYEE's time, attention, knowledge and skills solely to the interests of the
72 EMPLOYER, and EMPLOYEE shall never use EMPLOYEE's position or confidential information
73 gained in such work position for EMPLOYEE's personal gain, either directly or indirectly.
74

75 9. EMPLOYEE'S RESPONSIBILITIES; CONFIDENTIAL INFORMATION. EMPLOYEE shall
76 not at any time or in any manner, either during the term of this agreement or thereafter, either directly
77 or indirectly divulge, disclose or communicate to any person any confidential information gained in
78 the performance of EMPLOYEE's duties except as otherwise required or compelled by law.
79

80 10. EMPLOYEE'S RESPONSIBILITIES; EXCLUSIVE EMPLOYMENT. EMPLOYEE agrees to
81 remain in the exclusive employ of EMPLOYER throughout the term of this agreement. The term
82 "exclusive employ" shall not be construed to prohibit occasional teaching, writing or consulting which
83 is performed on EMPLOYEE's time off and which does not affect EMPLOYEE's job performance,
84 subject to prior approval of the County Administrator.
85

86 11. HOURS OF WORK. The usual and customary hours of business of EMPLOYER are from
87 8:00 a.m. to 5:00 p.m., Monday through Friday, however, as a managerial employee, EMPLOYEE
88 shall have as a condition of employment a job to perform and shall work such hours as are
89 necessary to accomplish the tasks assigned to EMPLOYEE.
90

91 12. EVALUATION AND GOALS. At least annually, the County Administrator or his or her
92 designee shall meet with EMPLOYEE to discuss job performance and to define goals and objectives
93 for both EMPLOYEE and EMPLOYER.
94

95 13. EMPLOYEE'S DUTIES; LIMITED CONTRACTING AUTHORITY. EMPLOYEE shall not
96 have the right to make contracts or commitments for or on behalf of EMPLOYER except as expressly
97 authorized in advance by statute, ordinance, or express written consent of EMPLOYER.
98

99 14. COMPENSATION OF EMPLOYEE; BASE COMPENSATION. EMPLOYER shall pay
100 EMPLOYEE, and EMPLOYEE shall accept from EMPLOYER in payment for EMPLOYEE's services,
101 direct compensation at a rate provided for in the Unilateral Pay Plan for the position occupied by the
102 EMPLOYEE.
103

104 15. COMPENSATION OF EMPLOYEE; COMPENSATION FOR EXPENSES. EMPLOYER
105 shall reimburse EMPLOYEE for all necessary expenses incurred in the service of EMPLOYER, in
106 accordance with Rock County ordinances and regulations on reimbursement of expenses, provided
107 that EMPLOYEE complies with all applicable provisions of law and Rock County ordinances and
108 procedures prior to incurring or claiming reimbursement for such expenses. It is expressly

109 understood that prior approval of the County Administrator is required for attendance at conferences
110 held outside of Wisconsin and that attendance is further subject to the rules, regulations and
111 ordinances applicable to managerial employees employed by the EMPLOYER.
112

113 16. COMPENSATION OF EMPLOYEE; FRINGE BENEFITS. Except as otherwise set forth in
114 this agreement, and in addition to the monetary compensation set forth above EMPLOYEE shall
115 receive fringe benefits as are enumerated from time to time in resolutions and general ordinances of
116 EMPLOYER, on the same terms as these are made available to non-represented managerial and
117 professional employees of EMPLOYER.
118

119 17. VACATION. EMPLOYEE shall receive twenty (20) days of vacation on date of hire and
120 annually on anniversary date, March 22. Carry-over of unused vacation shall be allowed under such
121 conditions as are contained in the Rock County Personnel Policy.
122

123 18. COMPENSATION OF EMPLOYEE; TREATMENT OF DIRECT COMPENSATION FOR
124 TAX PURPOSES. The direct financial compensation paid EMPLOYEE under this Agreement shall
125 be treated as wages for federal and state tax purposes and for purposes of allowing EMPLOYEE to
126 participate in the Wisconsin retirement system. EMPLOYEE recognizes that EMPLOYER will
127 withhold taxes, Social Security and the like from direct compensation. EMPLOYEE shall be allowed
128 to participate in EMPLOYER's deferred compensation program(s) and Section 125 Flexible
129 Spending Account, at EMPLOYEE's option and to the extent permitted by law.
130

131 19. TERMINATION OF AGREEMENT BY EMPLOYEE; NOTICE REQUIRED FOR
132 RESIGNATION. This agreement may be terminated by EMPLOYEE on 30-days' written notice to
133 the County Administrator. Any such notice, once accepted by the County Administrator, may not be
134 withdrawn or rescinded. The fact that the County Administrator has asked EMPLOYEE for
135 EMPLOYEE's resignation shall not invalidate any such resignation once tendered to, and accepted
136 by, the County Administrator. Accrued but unused vacation and holiday time shall be paid out to
137 EMPLOYEE upon resignation, provided sufficient notice as required above is received.
138

139 20. TERMINATION OF AGREEMENT BY EMPLOYER; EMPLOYER'S RIGHT TO
140 TERMINATE AT WILL. This agreement may be terminated, or any obligation of EMPLOYER under
141 this agreement may be suspended, by the County Administrator at any time during its term, in the
142 sole discretion of the County Administrator. EMPLOYEE shall be deemed to be an at-will employee
143 of EMPLOYER who shall have no remedy or recourse in the event of disciplinary action, up to and
144 including discharge.
145

146 21. TERMINATION OF AGREEMENT BY EMPLOYER; DISCIPLINARY ACTION;
147 PROCEDURE FOR DISCIPLINARY ACTION. All disciplinary action shall originate from the County
148 Administrator and be accomplished by the County Administrator.
149

150 22. EMPLOYER TO INDEMNIFY AND DEFEND EMPLOYEE FOR OFFICIAL ACTS.
151 EMPLOYER shall indemnify, defend and hold harmless EMPLOYEE, in accordance with the
152 requirements of s. 895.46, Wis. Stats. EMPLOYER reserves the right to compromise or settle any
153 such litigation in any fashion deemed advantageous to EMPLOYER, regardless of whether
154 EMPLOYEE consents thereto.
155

156 23. CONSTRUCTION OF AGREEMENT; NO ASSIGNMENT. EMPLOYEE shall not assign or
157 transfer any interest or obligation in this Agreement, whether by assignment or novation. It is
158 expressly understood EMPLOYER will not consent to any assignment of EMPLOYEE's duties and
159 obligations.
160

161 24. CONSTRUCTION OF AGREEMENT; SEVERABILITY. All parts of this agreement are
162 severable from all other parts and invalidity of any part shall not operate to invalidate any other part.
163

164
165
166
167
168
169
170
171
172
173
174
175
176
177
178
179
180
181
182
183
184
185
186
187
188
189
190
191
192
193
194
195
196
197
198
199

25. CONSTRUCTION OF AGREEMENT; WISCONSIN LAW CONTROLS. It is expressly understood and agreed that in the event of any dispute between the parties, arising under this agreement, Wisconsin law shall control to the extent that it is not superseded by any applicable federal law.

26. CONSTRUCTION OF AGREEMENT; ENTIRE AGREEMENT. This Agreement constitutes the entire agreement of the parties and supersedes any and all negotiations of the parties relating to the subject matter hereof. Any prior employment agreement between the parties, together with any extension or renewal of such agreement, is likewise terminated and superseded by this Agreement. All of EMPLOYEE's rights, of any nature whatsoever, arising from, by or under any prior employment agreement between the parties are hereby compromised in their entirety.

IN WITNESS WHEREOF, EMPLOYER and EMPLOYEE have executed this agreement effective as of the day and date by which EMPLOYER's authorized representative and EMPLOYEE have affixed their respective signatures, as indicated below.

FOR EMPLOYER:

Date: _____
Josh Smith, Rock County Administrator

BY EMPLOYEE:

Date: _____
Natalie Rolling-Edlebeck, Nursing Home Administrator

WITNESS:

Date: _____

**2020 Patient Revenues for Rock Haven
December**

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	\$75,156	\$232,821	-\$157,665	-68%	\$1,093,282	\$2,748,788	-\$1,655,506	-60%
Hospice	\$74,568	\$47,088	\$27,480	58%	\$580,227	\$555,946	\$24,281	4%
Medical Assistance	\$316,975	\$345,314	-\$28,339	-8%	\$4,204,450	\$4,076,938	\$127,512	3%
Private Pay	\$186,742	\$263,962	-\$77,220	-29%	\$2,880,604	\$3,116,453	-\$235,849	-8%
Total	\$653,441	\$889,185	-\$235,744	-27%	\$8,758,563	\$10,498,125	-\$1,739,562	-17%