

HEALTH SERVICES COMMITTEE

February 14, 2018

CALL TO ORDER – Chair Pleasant called the meeting of the Health Services Committee to order at 8:00 a.m. in the Rock Haven, Village Commons Conference Room.

COMMITTEE MEMBERS PRESENT: Supervisors Pleasant, Fell, Hawes, Driscoll and Homan.

STAFF MEMBERS PRESENT: Clayton Kalmon, Interim Administrator; Donna Clark, DON; Joanne Foss, Controller; Dave Froeber, Maintenance

OTHERS PRESENT: Josh Smith, County Administrator

APPROVAL OF AGENDA – Supervisor Fell moved approval of the agenda of February 14, 2018, second by Supervisor Driscoll. ADOPTED

APPROVAL OF MINUTES – January 10, 2018 – Supervisor Driscoll moved approval of the January 10, 2018 minutes, second by Supervisor Fell. APPROVED

INTRODUCTIONS, CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS – None

REVIEW OF PAYMENTS – Committee reviewed payments.

BUDGET TRANSFERS – None

FINANCE – Joanne Foss is working on year-end adjustments and has not closed 2017 books as of yet.

OLD BUSINESS –

MEDICAL DIRECTOR – Dr. Murdy will be signing on as Rock Haven's Medical Director. Dr. Murdy will not be doing daily rounds as the previous directors. He will be at Rock Haven a couple hours a week to complete tasks needed. Residents will be seeing their primary care physicians for treatment. A follow up letter is being sent to the physicians to work out some small problems.

NURSING HOME ADMINISTRATOR RECRUITMENT – Josh Smith, Administrator gave an update. An analysis was completed for wages for other Nursing

Home Administrators and Rock Haven's wage is low. A resolution to increase the Rock Haven Administrators wage will be completed and routed to the committees in March. When resolution is completed a recruitment approach will be finalized.

NEW BUSINESS --

RESIDENT COUNCIL MINUTES – Resident Council Minutes for December were provided.

LIGHTING STUDY UPDATE - Dave Froeber reported that the lighting study will no longer take place. All the light fixtures would have to be replaced for this study and is costly to facility.

EMPLOYEE ATTENDANCE POLICY – Clayton Kalmon, Interim Administrator stated that attendance is a problem at Rock Haven. The attendance policy has been updated to help prevent call offs, which ends up mandating staff to cover the shift.

CENSUS – Census report given

STAFF EDUCATION – Wound Care and Prevention

RESIDENT COUNCIL MEETING – The next resident council meeting February 20, 2018 at 10:15am.

NEXT MEETING DATE – The next regular meeting of the Health Service Committee is scheduled for Wednesday, March 14, 2018 at 8 a.m. in the Rock Haven Conference Room.

ADJOURNMENT – Supervisors Fell moved to adjourn at 8:30 a.m., second by Supervisor Homan. ADOPTED by acclamation.

Respectfully submitted,
Michelle Lynch

NOT OFFICIAL UNTIL APPROVED BY THE COMMITTEE