

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, August 12, 2015 at 8:00 a.m.**  
**Rock Haven Conference Room in Village Commons**

**AGENDA**

1. Call to Order/Approval of Agenda
2. Approval of Minutes – July 8, 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. Old Business
  - a. Information Item: Rock Haven Building Update
  - b. Rock Haven Job Fair
8. New Business
  - a. Information Item: Resident Council Meeting Minutes – June
  - b. Information Item: Semi-Annual Report – Attendance at Conventions/Conferences
  - c. Information Item: Moving Forward with Pathways Health
  - d. **Action Item:** Resolution Recognizing Leslie Crary for Years of Service
  - e. **Action Item:** Resolution Recognizing Laurie Jenkins for Years of Service
  - f. Division of Quality Control Complaint Survey – July 20, 2015
  - g. Information Item: Marketing Rock Haven Services
9. Information Item: Reports
  - a. Census
  - b. Activities
    - 1) Staff Education for August 2015

a. Plan of Correction

- 2) Resident Council Meeting – August 18, 2015 at 10:15 am.
- 3) Family Council Meeting – August 18, 2015 at 6:00 pm.

c. Finance – Joanne Foss

10. Next Meeting Date - The next regular meeting of the Health Services Committee is scheduled for Wednesday, September 9, 2015 at 8 A.M. in the Rock Haven Classroom of the Village Commons
11. 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
32-7260-7400-62171	AMBULANCE	P1502088	05/07/2015	PARATECH AMBULANCE SERVICE INC	1,157.40
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	11,500.00	6,213.00	0.00	1,157.40	4,129.60
32-7260-7400-62189	OTHER MED SERV	P1500268	06/30/2015	MOBILEXUSA	484.45
		P1502746	06/20/2015	UNIVERSITY OF WISCONSIN HEALTH	79.80
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	15,500.00	15,897.21	(0.00)	564.25	(961.46)
<b>RH CONTRACT SERVICES T-18 PROG TOTAL</b>				<b>1,721.65</b>	
32-7500-7350-63109	OTHER SUPP/EXP	P1500270	07/21/2015	NASCO	655.21
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,250.00	385.88	0.00	655.21	208.91
<b>RH-PROGRAM SERVICE ADMIN. PROG TOTAL</b>				<b>655.21</b>	
32-8000-8100-63101	POSTAGE	P1501320	07/23/2015	UNITED PARCEL SERVICE	196.96
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,000.00	262.69	0.00	196.96	2,540.35
32-8000-8100-64000	MEDICAL SUPPLIES	P1501704	07/16/2015	SUPPLY WORKS	797.12
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	142,000.00	80,612.51	46,867.14	797.12	13,723.23
<b>SUPPORT SERVICE MATERIALS PROG TOTAL</b>				<b>994.08</b>	
32-8000-9100-64105	GROCERIES	P1500263	07/10/2015	KWIK TRIP	17.21
		P1500281	07/10/2015	ROCK COUNTY HEALTH CARE CENTE	45.42
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	167,000.00	85,780.88	54,274.16	62.63	26,882.33
<b>SUPPORT SERVICE FOOD SERVICE PROG TOTAL</b>				<b>62.63</b>	
32-8000-9200-62420	MACH & EQUIP RM	P1500237	07/10/2015	EZ WAY INC	345.90
		P1500979	07/16/2015	MC KESSON MEDICAL SURGICAL MN	166.05
		P1501704	06/30/2015	SUPPLY WORKS	373.40
		P1502344	07/01/2015	DIRECT SUPPLY EQUIPMENT	170.38
		P1502383	07/02/2015	ED AND LARRYS FAST SERVICE	45.90

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	35,000.00	20,630.94	534.89	1,101.63	12,732.54
32-8000-9200-62460	BLDG SERV R&M				
		P1500223	07/16/2015	R E MICHEL COMPANY	183.08
		P1500257	07/14/2015	TAS COMMUNICATIONS INC	39.50
		P1501616	06/30/2015	MASTERS BUILDINGS SOLUTIONS	4,791.72
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	15,000.00	12,739.09	0.00	5,014.30	(2,753.39)
32-8000-9200-62470	BLDG R & M				
		P1500258	06/29/2015	WERNER ELECTRIC SUPPLY COMPAN	1,594.52
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	13,750.00	10,936.22	540.00	1,594.52	679.26
32-8000-9200-63109	OTHER SUPP/EXP				
		P1500242	07/08/2015	HOH WATER TECHNOLOGY INC	505.00
		P1500243	07/08/2015	HARRIS ACE HARDWARE	33.99
		P1500245	07/09/2015	HOME DEPOT/GECF	86.56
		P1500248	07/09/2015	JACK AND DICKS FEED AND GARDEN	325.71
		P1502560	07/09/2015	LOWELL C HAGEN TRUCKING INC	175.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,000.00	3,180.27	0.00	1,126.26	1,693.47
<b>SUPPORT SERVICE MAINTENANCE PROG TOTAL</b>				<b>8,836.71</b>	
32-8000-9300-62164	DISPOSAL SERV				
		P1500272	07/07/2015	OFFICE PRO	15.94
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	19,500.00	7,718.94	10,830.90	15.94	934.22
32-8000-9300-63109	OTHER SUPP/EXP				
		P1500266	07/13/2015	MENARDS	182.47
		P1502382	06/29/2015	DIRECT SUPPLY EQUIPMENT	392.07
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	4,000.00	1,694.01	0.00	574.54	1,731.45
32-8000-9300-63111	PAPER PRODUCTS				
		P1501906	07/09/2015	MC KESSON MEDICAL SURGICAL MN	2,007.04
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	24,500.00	18,455.04	835.22	2,007.04	3,202.70
32-8000-9300-63404	JANITOR/CLEANING				
		P1501704	07/16/2015	SUPPLY WORKS	1,820.88

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	24,000.00	12,678.96	2,320.88	1,820.88	7,179.28
<b>SUPPORT SERVICE ENVIRONMENTAL PROG TOTAL</b>				<b>4,418.40</b>	
32-8000-9500-63200	PUBL/SUBCR/DUES				
		P1502701	07/08/2015	ACADEMY OF NUTRITION AND DIETE	362.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	13,000.00	7,902.00	4,900.00	362.00	(164.00)
<b>SUPPORT SERVICE ADMINISTRATION PROG TOTAL</b>				<b>362.00</b>	
32-9000-9940-81920	PHYSICALS				
		P1500271	06/30/2015	OCCUPATIONAL HEALTH CENTER	564.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,000.00	2,168.25	0.00	564.00	287.75
<b>GENERAL SERVICE EMP BENEFITS PROG TOTAL</b>				<b>564.00</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$17,614.68**

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: **AUG 12 2015**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

**Rock Haven  
RESIDENT COUNCIL MEETING  
June 16, 2015**

**Members Present:**

Ramon Ojeda  
Sheila Tabbert  
Beulah Rudolph

Otto Puhl  
Joann OBrien  
Gladys Johnson

Sharon Barnes    Phyllis Williams  
Lynn Gibson      David Smith  
Lillian Frayer

**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** –Staff read in Tom's absence

**Treasurer's Report** – by Lillian

Deposits– \$0.44  
Expenses – None  
Balance -- \$4,196.99

**General Announcements:**

**Old Business:** A Remembrance Service was held on June 15.

**New Business:**

- There was no update to the Health Services Committee recent meeting.
- Maintenance concerns: There were none but several voiced concern about the ants & spiders present in rooms & living areas.
- Upcoming special events for the month were announced to the group.
- Time limit for use of the Social Room on Holidays agreed upon 3 hrs. to allow for set-up & clean up beginning in November
- Educational Topic: Resident Council interview as a group & Resident Satisfaction Survey to fill out individually
- There were no additional questions or concerns & meeting was adjourned.

**Next meeting:** Tuesday, July 21 @ 10:15 am –in the Social Room & Officers will meet on Friday, July, 17 in the conference room on Limestone Court @ 10:00 am

**MEMORANDUM**

**To:** Health Services Committee  
**From:** Sue Prostko  
**Date:** July 30, 2015  
**Re:** Semi-Annual Report - Attendance at Conventions/Conferences

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There was no attendance at any training, convention or conference that exceeded total costs of \$1,000 per event, per employee during the period January 1, 2015 through June 30, 2015.

*Sue Lynn Prostko*

SLP/MLL

cc Josh Smith

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

Health Services Committee  
INITIATED BY



Sue Prostko  
DRAFTED BY

Health Services Committee  
SUBMITTED BY

August 30, 2015  
DATE DRAFTED

### RECOGNIZING LESLIE CRARY FOR SERVICE TO ROCK HAVEN

- 1 **WHEREAS**, Leslie Crary has served the citizens of Rock County over the past 33 years, 10 months as a
- 2 dedicated and valued employee of Rock County; and,
- 3
- 4 **WHEREAS**, Leslie Crary began her career with Rock Haven as a Certified Nursing Assistant on August 20,
- 5 1981; and,
- 6
- 7 **WHEREAS**, Leslie Crary accepted an Environmental Service position on January 6, 1992; and
- 8
- 9 **WHEREAS**, Leslie Crary has worked diligently in that position until her retirement on June 16, 2015; and,
- 10
- 11 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes to
- 12 commend Leslie Crary for her long and faithful service.
- 13
- 14 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this
- 15 \_\_\_\_\_ day of \_\_\_\_\_, 2015 does hereby recognize Leslie Crary for her 33 years, 10 months of service
- 16 and extend their best wishes to her in her future endeavors; and,
- 17
- 18 **BE IT FURTHER RESOLVED**, that the County Clerk be authorized and directed to furnish a copy of this
- 19 resolution to Leslie Crary.

### COUNTY BOARD STAFF COMMITTEE

Respectfully submitted,

HEALTH SERVICES COMMITTEE

\_\_\_\_\_  
Billy Bob Grahn, Chair

\_\_\_\_\_  
Norvain Pleasant, Vice Chair

\_\_\_\_\_  
Terry Fell

\_\_\_\_\_  
Brenton Driscoll

\_\_\_\_\_  
Linda Garrett

\_\_\_\_\_  
J. Russell Podzilni, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
Betty Jo Bussie

\_\_\_\_\_  
Eva Arnold

\_\_\_\_\_  
Mary Mawhinney

\_\_\_\_\_  
Alan Sweeney

\_\_\_\_\_  
Henry Brill

\_\_\_\_\_  
Louis Peer

\_\_\_\_\_  
Terry Thomas

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

Health Services Committee  
INITIATED BY



Sue Prostko  
DRAFTED BY

Health Services Committee  
SUBMITTED BY

August 3, 2015  
DATE DRAFTED

### RECOGNIZING LAURIE JENKINS FOR SERVICE TO ROCK HAVEN

- 1 **WHEREAS**, Laurie Jenkins has served the citizens of Rock County over the past 15 years, 6 months as a
- 2 dedicated and valued employee of Rock County; and,
- 3
- 4 **WHEREAS**, Laurie Jenkins began her career with Rock Haven as a Registered Nurse on February 7, 2000;
- 5 and,
- 6
- 7 **WHEREAS**, Laurie Jenkins has worked diligently in that position until her retirement on August 18, 2015;
- 8 and,
- 9
- 10 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes to
- 11 commend Laurie Jenkins for her long and faithful service.
- 12
- 13 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this
- 14 \_\_\_\_\_ day of \_\_\_\_\_, 2015 does hereby recognize Laurie Jenkins for her 15 years, 6 months of service
- 15 and extend their best wishes to her in her future endeavors; and,
- 16
- 17 **BE IT FURTHER RESOLVED**, that the County Clerk be authorized and directed to furnish a copy of this
- 18 resolution to Laurie Jenkins.

#### COUNTY BOARD STAFF COMMITTEE

Respectfully submitted,

HEALTH SERVICES COMMITTEE

\_\_\_\_\_  
Billy Bob Grahn, Chair

\_\_\_\_\_  
Norvain Pleasant, Vice Chair

\_\_\_\_\_  
Terry Fell

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Brenton Driscoll

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\_\_\_\_\_  
Eva Arnold

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Mary Mawhinney

\_\_\_\_\_  
Alan Sweeney

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Henry Brill

\_\_\_\_\_  
Louis Peer

\_\_\_\_\_  
Terry Thomas

2015 PATIENT DAYS FOR ROCK HAVEN

		PATIENT DAYS			PATIENT DAYS			% OVER/ -UNDER	ACTUAL YTD	BUDGET YTD	OVER/ -UNDER	% OVER/ -UNDER
		ACTUAL MTD	BUDGET MTD	OVER/ -UNDER	ACTUAL YTD	BUDGET YTD	OVER/ -UNDER					
LIMESTONE COURT	MEDICARE	SNF	133	300	-167.00	-55.67	1510	1810	-300	-16.57		
	TOTAL		133	300	-167.00	-55.67	1510	1810	-300	-16.57		
	HOSPICE	SNF	60	60			527	362	165	45.58		
	TOTAL		60	60			527	362	165	45.58		
	MEDICAL ASSISTANCE	SNF	1182	1290	-108	-8.37	6922	7783	-861	-11.06		
	TOTAL		1182	1290	-108	-8.37	6922	7783	-861	-11.06		
	PRIVATE PAY	SNF	353	210	143	68.10	1753	1267	486	38.36		
	TOTAL		353	210	143	68.10	1753	1267	486	38.36		
TOTAL LIMESTONE COURT			1728	1860	-132	-7.10	10712	11222	-510	-4.54		
SANDSTONE COURT	MEDICARE	SNF	182	150	32	21.33	929	905	24	2.65		
	TOTAL		182	150	32	21.33	929	905	24	2.65		
	HOSPICE	SNF	56	90	-34	-37.78	468	543	-75	-13.81		
	TOTAL		56	90	-34	-37.78	468	543	-75	-13.81		
	MEDICAL ASSISTANCE	SNF	1445	1470	-25	-1.70	8792	8869	-77	-0.87		
	TOTAL		1445	1470	-25	-1.70	8792	8869	-77	-0.87		
	PRIVATE PAY	SNF	133	150	-17	-11.33	703	905	-202	-22.32		
	TOTAL		133	150	-17	-11.33	703	905	-202	-22.32		
TOTAL SANDSTONE COURT			1816	1860	-44	-2.37	10892	11222	-330	-2.94		

2015 PATIENT DAYS FOR ROCK HAVEN

	ACTUAL		PATIENT DAYS BUDGET		OVER/UNDER		PATIENT DAYS BUDGET		OVER/UNDER		% OVER/UNDER
	MTD	YTD	MTD	YTD	MTD	YTD	MTD	YTD	MTD	YTD	
TOTAL ROCK HAVEN											
MEDICARE	SNF	315	450	450	-135	-135	2439	2715	-276	-276	-10.17
	TOTAL	315	450	450	-135	-135	2439	2715	-276	-276	-10.17
HOSPICE	SNF	116	150	150	-34	-34	995	905	90	90	9.94
	TOTAL	116	150	150	-34	-34	995	905	90	90	9.94
MEDICAL ASSISTANCE	SNF	2627	2760	2760	-133	-133	15714	16652	-938	-938	-5.63
	TOTAL	2627	2760	2760	-133	-133	15714	16652	-938	-938	-5.63
PRIVATE PAY	SNF	486	360	360	126	126	2456	2172	284	284	13.08
	TOTAL	486	360	360	126	126	2456	2172	284	284	13.08
TOTAL ROCK HAVEN		3544	3720	3720	-176	-176	21604	22444	-840	-840	-3.74

## 2015 Patient Revenues for Rock Haven June

Limestone							
Revenue	Actual Revenue Rec. MTD	Budgeted Revenue MTD	Variance Over/-Under	Percentage Over/-Under	Actual Revenue Rec. YTD	Budgeted Revenue YTD	Percentage Over/-Under
Medicare	\$55,400	\$141,379	-\$85,979	-61%	\$628,976	\$852,985	-26%
Hospice	\$11,213	\$9,630	\$1,583	16%	\$91,013	\$58,101	57%
Medical Assistance	\$220,904	\$231,122	-\$10,218	-4%	\$1,256,009	\$1,394,437	-10%
Private Pay	\$105,900	\$63,000	\$42,900	68%	\$542,611	\$380,100	43%
<b>Total</b>	<b>\$393,417</b>	<b>\$445,131</b>	<b>-\$51,714</b>	<b>-12%</b>	<b>\$2,518,609</b>	<b>\$2,685,623</b>	<b>-6%</b>

Sandstone							
Revenue	Actual Revenue Rec. MTD	Budgeted Revenue MTD	Variance Over/-Under	Percentage Over/-Under	Actual Revenue Rec. YTD	Budgeted Revenue YTD	Percentage Over/-Under
Medicare	\$75,810	\$51,410	\$24,400	47%	\$386,965	\$310,176	25%
Hospice	\$10,466	\$16,643	-\$6,177	-37%	\$85,795	\$100,415	-15%
Medical Assistance	\$270,056	\$260,745	\$9,311	4%	\$1,596,985	\$1,573,163	2%
Private Pay	\$39,900	\$45,000	-\$5,100	-11%	\$236,100	\$271,500	-13%
<b>Total</b>	<b>\$396,232</b>	<b>\$373,799</b>	<b>\$22,433</b>	<b>6%</b>	<b>\$2,305,846</b>	<b>\$2,255,254</b>	<b>2%</b>

Total Rock Haven							
Revenue	Actual Revenue Rec. MTD	Budgeted Revenue MTD	Variance Over/-Under	Percentage Over/-Under	Actual Revenue Rec. YTD	Budgeted Revenue YTD	Percentage Over/-Under
Medicare	\$131,210	\$192,789	-\$61,579	-32%	\$1,015,941	\$1,163,161	-13%
Hospice	\$21,679	\$26,273	-\$4,594	-17%	\$176,808	\$158,516	12%
Medical Assistance	\$490,960	\$491,867	-\$907	0%	\$2,852,994	\$2,967,600	-4%
Private Pay	\$145,800	\$108,000	\$37,800	35%	\$778,711	\$651,600	20%
<b>Total</b>	<b>\$789,649</b>	<b>\$818,930</b>	<b>-\$29,281</b>	<b>-4%</b>	<b>\$4,824,455</b>	<b>\$4,940,877</b>	<b>-2%</b>

# 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	8	7	2	3	20
August	6	6	2	4	18
September	11	10	3	3	27
October	1	2	0	0	3
November	2	2	0	0	4
December	5	12	3	5	25
<b>Total</b>	<b>62</b>	<b>74</b>	<b>26</b>	<b>33</b>	<b>195</b>

1/31/2015  
2/28/2015  
3/31/2015  
4/30/2015  
5/31/2015  
6/30/2015  
7/31/2014  
8/31/2014  
9/30/2014  
10/31/2014  
11/30/2014  
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	7	6	1	2	16
August	6	7	3	4	20
September	6	6	4	3	19
October	2	6	1	2	11
November	3	2	2	0	7
December	1	5	1	4	11
<b>Total</b>	<b>55</b>	<b>68</b>	<b>27</b>	<b>33</b>	<b>183</b>

1/31/2015  
2/28/2015  
3/31/2015  
4/30/2015  
5/31/2015  
6/30/2015  
7/31/2014  
8/31/2014  
9/30/2014  
10/31/2014  
11/30/2014  
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	31	31	32	31	125
August	31	29	32	31	123
September	32	31	31	31	125
October	28	25	30	29	112
November	28	23	28	29	108
December	31	30	30	30	121
<b>Budget</b>	<b>32</b>	<b>31</b>	<b>32</b>	<b>31</b>	<b>126</b>
<b>Capacity*</b>	<b>32</b>	<b>32</b>	<b>32</b>	<b>32</b>	<b>128</b>

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

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