

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 May 14, 2014 at 8:00 a.m.**  
**Rock Haven Classroom in Village Commons**

**AGENDA**

1. Call to Order/Approval of Agenda
2. Introductions of Committee Members
3. Approval of Minutes – April 9, 2014
4. Introductions, Citizen Participation, Communications and Announcements
5. **Action Item:** Bills
6. **Action Item:** Budget Transfers
7. **Action Item:** Pre-Approved Encumbrances/Encumbrances
8. Old Business
  - a. Information Item: Rock Haven Building Update
  - b. Information Item: Survey Update
  - c. Information Item: Pet at Rock Haven
9. New Business
  - a. **Action Item:** Election of Vice Chair
  - b. **Action Item:** Set Meeting Day and Time
  - c. **Action Item:** Resolution for Nancy Kraft for Years of Service at Rock Haven
  - d. **Action Item:** Resolution for Barbara Keller for Years of Service at Rock Haven
10. Information Item: Reports
  - a. Census
  - b. Activities
    - 1) Staff Education for May 2014
      - a. Abuse and Neglect

- b. PICC Line
- c. Mandatory Make-Up

2) Resident Council Meeting – Tuesday May 13 at 10:15 am.

c. Finance - Dave Sudmeier

- 11. Next Meeting Date - The next regular meeting of the Health Services Committee is scheduled for Wednesday June 11, 2014 at 8 a.m. in the Rock Haven Classroom 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.

**COMMITTEE APPROVAL REPORT**

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
32-8000-8100-63109 <b>ENC</b>	OTHER SUPP/EXP	R1401981	04/14/2014	JP MORGAN CHASE BANK NA	500.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,000.00	2,117.55	1,392.82	500.00	1,989.63
32-8000-8100-64000 <b>ENC</b>	MEDICAL SUPPLIES	R1401960	04/10/2014	AMAZON.COM	58.48
<b>ENC</b>		R1401981	04/14/2014	JP MORGAN CHASE BANK NA	500.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	135,000.00	43,267.62	80,443.09	558.48	10,730.81
<b>SUPPORT SERVICE MATERIALS PROG TOTAL</b>				<b>1,058.48</b>	
32-8000-9500-64200 <b>ENC</b>	TRAINING EXP	R1401981	04/14/2014	JP MORGAN CHASE BANK NA	500.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	12,000.00	750.30	1,695.00	500.00	9,054.70
<b>SUPPORT SERVICE ADMINISTRATION PROG TOTAL</b>				<b>500.00</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$1,558.48**

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: **MAY 14 2014**

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

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

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
32-7260-7400-62171	AMBULANCE	P1400345	03/31/2014	CAPITOL EXPRESS TRANSPORTATION	120.00	
		P1400358	03/24/2014	KTOWN TRANSPORTATION INC	42.25	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	6,000.00	1,775.10	1,722.30	162.25	2,340.35	
32-7260-7400-62189	OTHER MED SERV	P1400364	03/05/2014	MOBILEXUSA	972.04	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	9,000.00	1,313.36	972.04	972.04	5,742.56	
<b>RH CONTRACT SERVICES T-18 PROG TOTAL</b>				<b>1,134.29</b>		
32-7500-7350-63109	OTHER SUPP/EXP	P1400374	04/23/2014	SHOPKO INC #130	359.96	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	1,250.00	195.95	459.90	359.96	234.19	
32-7500-7350-64300	REC THERAPY	P1401909	04/28/2014	NASCO	152.58	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	21,000.00	7,372.04	10,780.53	152.58	2,694.85	
<b>RH-PROGRAM SERVICE ADMIN. PROG TOTAL</b>				<b>512.54</b>		
32-8000-8100-63100	OFC SUPP & EXP	P1400347	04/28/2014	CARSTENS HEALTH INDUSTRIES INC	242.19	
		P1400349	04/28/2014	CRESCENT ELECTRIC SUPPLY CO	526.32	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	7,500.00	831.50	1,368.51	768.51	4,531.48	
32-8000-8100-64000	MEDICAL SUPPLIES	P1400355	04/01/2014	HD SUPPLY	287.29	
		P1401748	04/03/2014	DIRECT SUPPLY EQUIPMENT	403.88	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	135,000.00	43,783.03	81,177.31	691.17	9,348.49	
<b>SUPPORT SERVICE MATERIALS PROG TOTAL</b>				<b>1,459.68</b>		
32-8000-9200-62420	MACH & EQUIP RM	P1400237	04/10/2014	LAND AND WHEELS	234.55	
		P1400341	04/07/2014	AMSAN LLC	45.20	
		P1400353	04/10/2014	EZ WAY INC	136.35	
		P1400383	04/24/2014	VERATHON MEDICAL	2,988.00	
		P1400384	04/25/2014	MC KESSON MEDICAL SURGICAL COF	175.36	
		P1401249	04/24/2014	SELECT SOUND SERVICE INC	132.60	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
		P1401750	03/28/2014	HOBART SALES AND SERVICE	246.45
		P1401867	04/23/2014	ARJO INC	87.77
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	25,000.00	5,701.11	6,197.70	4,046.28	9,054.91
32-8000-9200-62460	BLDG SERV R&M				
		P1400244	04/07/2014	R E MICHEL COMPANY	354.76
		P1400250	04/21/2014	TAS COMMUNICATIONS INC	68.75
		P1401795	04/11/2014	BROWN OIL CO INC	390.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	14,700.00	4,126.91	918.51	813.51	8,841.07
32-8000-9200-62463	FIRE ALARM				
		P1400219	04/16/2014	JF AHERN COMPANY	325.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	17,400.00	24,862.01	2,185.22	325.00	(9,972.23)
32-8000-9200-62470	BLDG R & M				
		P1400238	04/15/2014	MC MASTER-CARR SUPPLY COMPANY	31.78
		P1400247	04/04/2014	SHERWIN WILLIAMS	17.93
		P1401652	03/27/2014	SANIMAX LLC	480.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	12,500.00	5,275.78	2,558.20	529.71	4,136.31
32-8000-9200-63109	OTHER SUPP/EXP				
		P1400234	04/03/2014	JACK AND DICKS FEED AND GARDEN	351.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,500.00	1,227.80	351.00	351.00	570.20
<b>SUPPORT SERVICE MAINTENANCE PROG TOTAL</b>				<b>6,065.50</b>	
32-8000-9300-62164	DISPOSAL SERV				
		P1400622	04/08/2014	OFFICE PRO	19.29
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	20,500.00	4,905.67	13,798.37	19.29	1,776.67
32-8000-9300-63111	PAPER PRODUCTS				
		P1400375	04/12/2014	STAPLES ADVANTAGE	1,320.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	21,000.00	8,484.82	4,825.18	1,320.00	6,370.00
32-8000-9300-64409	FURNISHINGS				
		P1401625	03/26/2014	PHOENIX TEXTILE CORP	43.22
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,000.00	41.86	0.00	43.22	2,914.92

**COMMITTEE APPROVAL REPORT**

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
<b>SUPPORT SERVICE ENVIRONMENTAL PROG TOTAL</b>					<b>1,382.51</b>
32-8000-9500-62104	CONSULTING SERV	P1401974	04/22/2014	STATE OF WISCONSIN	100.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,000.00	0.00	3,000.00	100.00	(100.00)
<b>SUPPORT SERVICE ADMINISTRATION PROG TOTAL</b>					<b>100.00</b>
32-9000-9940-61920	PHYSICALS	P1400367	03/31/2014	OCCUPATIONAL HEALTH CENTER	430.50
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,000.00	223.00	430.50	430.50	916.00
<b>GENERAL SERVICE EMP BENEFITS PROG TOTAL</b>					<b>430.50</b>

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$11,085.02**

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: **MAY 14 2014**

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

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

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

Health Services Committee  
INITIATED BY



Sue Prostko  
DRAFTED BY

Health Services Committee  
SUBMITTED BY

April 29, 2014  
DATE DRAFTED

### RECOGNIZING NANCY KRAFT FOR SERVICE TO ROCK HAVEN

- 1    **WHEREAS**, Nancy Kraft has served the citizens of Rock County over the past 23 years, 2 months as a
- 2    dedicated and valued employee of Rock County; and,
- 3
- 4    **WHEREAS**, Nancy Kraft began her career with Rock Haven as a Food Service Worker on February 3, 1991;
- 5    and,
- 6
- 7    **WHEREAS**, Nancy Kraft then worked in Environmental Services; and,
- 8
- 9    **WHEREAS**, Nancy Kraft has worked diligently in that position until her retirement on December 1, 2013;
- 10   and,
- 11
- 12   **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes to
- 13   commend Nancy Kraft for her long and faithful service.
- 14
- 15   **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this
- 16   \_\_\_\_\_ day of \_\_\_\_\_, 2014 does hereby recognize Nancy Kraft for her 23 years, 2 months of service and
- 17   extend their best wishes to her in her future endeavors; and,
- 18
- 19   **BE IT FURTHER RESOLVED**, that the County Clerk be authorized and directed to furnish a copy of this
- 20   resolution to Nancy Kraft.

#### COUNTY BOARD STAFF COMMITTEE

Respectfully submitted,

HEALTH SERVICES COMMITTEE

\_\_\_\_\_  
Betty Jo Bussie, Chair

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

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

\_\_\_\_\_  
Billy Bob Grahm

\_\_\_\_\_  
Norvain Pleasant

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

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

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

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

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

\_\_\_\_\_  
Marilynn Jensen

\_\_\_\_\_  
Kurtis Yankee

\_\_\_\_\_  
Hank Brill

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

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

Health Services Committee  
INITIATED BY



Sue Prostko  
DRAFTED BY

Health Services Committee  
SUBMITTED BY

April 9, 2014  
DATE DRAFTED

### RECOGNIZING BARBARA KELLER FOR SERVICE TO ROCK HAVEN

- 1 **WHEREAS**, Barbara Keller has served the citizens of Rock County over the past 22 years, 6 months as a
- 2 dedicated and valued employee of Rock County; and,
- 3
- 4 **WHEREAS**, Barbara Keller began her career with Rock Haven as a Certified Nursing Assistant on December
- 5 3, 1991; and,
- 6
- 7 **WHEREAS**, Barbara Keller has worked diligently in that position until her retirement on May 1, 2014; and,
- 8
- 9 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes to
- 10 commend Barbara Keller for her long and faithful service.
- 11
- 12 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this
- 13 \_\_\_\_\_ day of \_\_\_\_\_, 2014 does hereby recognize Barbara Keller for her 22 years, 6 months of service
- 14 and extend their best wishes to her in her future endeavors; and,
- 15
- 16 **BE IT FURTHER RESOLVED**, that the County Clerk be authorized and directed to furnish a copy of this
- 17 resolution to Barbara Keller.

Respectfully submitted,

HEALTH SERVICES COMMITTEE

\_\_\_\_\_  
Betty Jo Bussie, Chair

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

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

\_\_\_\_\_  
Billy Bob Grahn

\_\_\_\_\_  
Norvain Pleasant

COUNTY BOARD STAFF COMMITTEE

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

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

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Eva Arnold

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Mary Mawhinney

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Marilynn Jensen

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Kurtis Yankee

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Hank Brill

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

		PATIENT DAYS			% OVER/ -UNDER	ACTUAL YTD	BUDGET YTD	OVER/ -UNDER	% OVER/ -UNDER	
		ACTUAL MTD	BUDGET MTD	OVER/ -UNDER						
LIMESTONE COURT	MEDICARE	SNF	377	217	160	73.73	1037	630	407	64.60
	TOTAL		377	217	160	73.73	1037	630	407	64.60
	HOSPICE	SNF	61	62	-1	-1.61	188	180	8	4.44
	TOTAL		61	62	-1	-1.61	188	180	8	4.44
	MEDICAL ASSISTANCE	SNF	1206	1581	-375	-23.72	3714	4590	-876	-19.08
	TOTAL		1206	1581	-375	-23.72	3714	4590	-876	-19.08
	PRIVATE PAY	SNF	279	124	155	125.00	695	360	335	93.06
	TOTAL		279	124	155	125.00	695	360	335	93.06
TOTAL LIMESTONE COURT			1923	1984	-61	-3.07	5634	5760	-126	-2.19
SANDSTONE COURT	MEDICARE	SNF	78	217	-139	-64.06	319	630	-311	-49.37
	TOTAL		78	217	-139	-64.06	319	630	-311	-49.37
	HOSPICE	SNF	76	62	14	22.58	209	180	29	16.11
	TOTAL		76	62	14	22.58	209	180	29	16.11
	MEDICAL ASSISTANCE	SNF	1656	1550	106	6.84	4763	4500	263	5.84
	TOTAL		1656	1550	106	6.84	4763	4500	263	5.84
	PRIVATE PAY	SNF	152	93	59	63.44	386	270	116	42.96
	TOTAL		152	93	59	63.44	386	270	116	42.96
TOTAL SANDSTONE COURT			1962	1922	40	2.08	5677	5580	97	1.74

2014 PATIENT DAYS FOR ROCK HAVEN

		PATIENT DAYS			PATIENT DAYS			PATIENT DAYS		
		ACTUAL MTD	BUDGET MTD	OVER/ -UNDER	% OVER/ -UNDER	ACTUAL YTD	BUDGET YTD	OVER/ -UNDER	% OVER/ -UNDER	
TOTAL ROCK HAVEN	MEDICARE	SNF	455	434	21	4.84	1356	1260	96	7.62
		TOTAL	455	434	21	4.84	1356	1260	96	7.62
	HOSPICE	SNF	137	124	13	10.48	397	360	37	10.28
		TOTAL	137	124	13	10.48	397	360	37	10.28
	MEDICAL ASSISTANCE	SNF	2862	3131	-269	-8.59	8477	9090	-613	-6.74
		TOTAL	2862	3131	-269	-8.59	8477	9090	-613	-6.74
	PRIVATE PAY	SNF	431	217	214	98.62	1081	630	451	71.59
		TOTAL	431	217	214	98.62	1081	630	451	71.59
TOTAL ROCK HAVEN			3885	3906	-21	-0.54	11311	11340	-29	-0.26

	AVERAGE DAILY PATIENTS			AVERAGE DAILY PATIENTS			AVERAGE DAILY PATIENTS			
	ACTUAL MTD	BUDGET MTD	% OVER/UNDER	ACTUAL MTD	BUDGET MTD	% OVER/UNDER	ACTUAL YTD	BUDGET YTD	% OVER/UNDER	
LIMESTONE COURT										
MEDICARE	SNF	12.16	7.00	5.16	73.73		11.52	7.00	4.52	64.60
	TOTAL	12.16	7.00	5.16	73.73		11.52	7.00	4.52	64.60
HOSPICE	SNF	1.97	2.00	-0.03	-1.61		2.09	2.00	0.09	4.44
	TOTAL	1.97	2.00	-0.03	-1.61		2.09	2.00	0.09	4.44
MEDICAL ASSISTANCE	SNF	38.90	51.00	-12.10	-23.72		41.27	51.00	-9.73	-19.08
	TOTAL	38.90	51.00	-12.10	-23.72		41.27	51.00	-9.73	-19.08
PRIVATE PAY	SNF	9.00	4.00	5.00	125.00		7.72	4.00	3.72	93.06
	TOTAL	9.00	4.00	5.00	125.00		7.72	4.00	3.72	93.06
TOTAL LIMESTONE COURT		62.03	64.00	-1.97	-3.07		62.60	64.00	-1.40	-2.19
SANDSTONE COURT										
MEDICARE	SNF	2.52	7.00	-4.48	-64.06		3.54	7.00	-3.46	-49.37
	TOTAL	2.52	7.00	-4.48	-64.06		3.54	7.00	-3.46	-49.37
HOSPICE	SNF	2.45	2.00	0.45	22.58		2.32	2.00	0.32	16.11
	TOTAL	2.45	2.00	0.45	22.58		2.32	2.00	0.32	16.11
MEDICAL ASSISTANCE	SNF	53.42	50.00	3.42	6.84		52.92	50.00	2.92	5.84
	TOTAL	53.42	50.00	3.42	6.84		52.92	50.00	2.92	5.84
PRIVATE PAY	SNF	4.90	3.00	1.90	63.44		4.29	3.00	1.29	42.96
	TOTAL	4.90	3.00	1.90	63.44		4.29	3.00	1.29	42.96
TOTAL SANDSTONE COURT		63.29	62.00	1.29	2.08		63.08	62.00	1.08	1.74

	AVERAGE DAILY PATIENTS				AVERAGE DAILY PATIENTS			
	ACTUAL	BUDGET	OVER/	% OVER/	ACTUAL	BUDGET	OVER/	% OVER/
	MTD	MTD	-UNDER	-UNDER	YTD	YTD	-UNDER	-UNDER
TOTAL ROCK HAVEN	14.68	14.00	0.68	4.84	15.07	14.00	1.07	7.62
MEDICARE	14.68	14.00	0.68	4.84	15.07	14.00	1.07	7.62
SNF	4.42	4.00	0.42	10.48	4.41	4.00	0.41	10.28
TOTAL	4.42	4.00	0.42	10.48	4.41	4.00	0.41	10.28
HOSPICE	92.32	101.00	-8.68	-8.59	94.19	101.00	-6.81	-6.74
MEDICAL ASSISTANCE	92.32	101.00	-8.68	-8.59	94.19	101.00	-6.81	-6.74
TOTAL	92.32	101.00	-8.68	-8.59	94.19	101.00	-6.81	-6.74
PRIVATE PAY	13.90	7.00	6.90	98.62	12.01	7.00	5.01	71.59
TOTAL	13.90	7.00	6.90	98.62	12.01	7.00	5.01	71.59
TOTAL ROCK HAVEN	125.32	126.00	-0.68	-0.54	125.68	126.00	-0.32	-0.26

# ROCK HAVEN ADMISSIONS/DISCHARGES/CENSUS - 2014

ADMISSIONS					
	Limestone	Limestone	Sandstone	Sandstone	Total
	East	West	West	East	
January	6	8	1	5	20
February	5	3	2	1	11
March	5	6	3	4	18
April	4	3	1	2	10
May	2	4	0	1	7
June	4	5	1	1	11
July	4	8	1	2	15
August	4	4	1	5	14
September	1	4	3	3	11
October	2	4	3	5	14
November	4	2	4	6	16
December	5	6	0	4	15
<b>Total</b>	<b>46</b>	<b>57</b>	<b>20</b>	<b>39</b>	<b>162</b>

1/31/2014  
2/28/2014  
3/31/2014  
4/30/2013  
5/31/2013  
6/30/2013  
7/31/2013  
8/31/2013  
9/30/2013  
10/31/2013  
11/30/2013  
12/31/2013

DISCHARGES/DEATHS					
	Limestone	Limestone	Sandstone	Sandstone	Total
	East	West	West	East	
January	4	3	2	6	15
February	4	3	2	1	10
March	6	9	4	3	22
April	3	3	0	0	6
May	2	2	2	0	6
June	3	5	1	1	10
July	4	7	2	3	16
August	4	5	1	4	14
September	2	1	2	5	10
October	2	4	3	6	15
November	3	3	3	3	12
December	5	6	0	4	15
<b>Total</b>	<b>42</b>	<b>51</b>	<b>22</b>	<b>36</b>	<b>151</b>

1/31/2014  
2/28/2014  
3/31/2014  
4/30/2013  
5/31/2013  
6/30/2013  
7/31/2013  
8/31/2013  
9/30/2013  
10/31/2013  
11/30/2013  
12/31/2013

CENSUS					
	Limestone	Limestone	Sandstone	Sandstone	Total
	East	West	West	East	
January	32	32	32	31	127
February	32	32	32	31	127
March	30	29	31	32	122
April	31	31	32	31	125
May	31	30	32	32	125
June	32	31	32	32	127
July	31	33	30	31	125
August	32	31	31	32	126
September	32	32	32	31	127
October	32	32	31	31	126
November	32	31	32	31	126
December	32	32	31	31	126
<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>

1/31/2014  
2/28/2014  
3/31/2014  
4/30/2013  
5/31/2013  
6/30/2013  
7/31/2013  
8/31/2013  
9/30/2013  
10/31/2013  
11/30/2013  
12/31/2013

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

Data as of 12:00pm on dates indicated

**Rock Haven  
RESIDENT and FAMILY COUNCIL MEETING  
March 11, 2014**

**Members Present:**

Vida Bickel

Sharon Matzko

Sheila Tabbert

Ruth Dahl

Tom Hahn

Chadd Brandt

Ramon Ojeda

Beulah Rudolph

David Smith

Sharon Motzko

Jackie Greenwood

Jan Kerl

Steven Page

Lillian Frayer

**Others:** Ross Jacobson, SW

Theresa Talbert, SW

Sue Prostko, Administer

Jim Haseman, Volunteer

Sue Lewiston, Activity Director

Ombudsman

**Meeting called to order** – Beulah Rudolph

**Pledge of Allegiance Recited** – All Members

**Reading of Last Meeting Minutes** –Tom Hahn

**Treasurer's Report** – Ramon Ojeda

Deposits– Feb. Interest \$0.38

Expenses – Musical Entertainment for \$85.00

Balance -- \$5668.67

**General Announcements:** No new members to introduce to the group

**Old Business:** See attachment

**New Business:**

- Report from the Health Services Committee: Meeting on Wed.. The committee will be closing the books on 2013 & the year came in on budget.
- Maintenance concerns brought forth were drafts from some windows, baseboards in neighborhoods are loose & a gap in a door to the courtyard.
- Educational Topic: Access to Money
- Volunteer Ombudsman had the opportunity to address the group. He also informed group he would be here next week with several other Ombudsman.
- Upcoming special events for the month were announced to the group.
- There were no additional questions or concerns by those present.

**Next meeting: Tuesday, April8 @ 10:15 am –in the Social Room & Officers will meet on Friday, April 4 in the conference room on Limestone Court @ 10:00 am**

## February New Business Follow-up Under Old Business in March

The following concerns related to Dietary were forward to David Hayes  
Dave replied by e-mail on 2/12 with how he is addressing these concerns:

**Spoons:** Are available in each household-serving kitchen. Dave will remind the dietary staff to put them on trays when soup is served. Residents may ask for them at any time.

**Coffee:** This is available during mealtimes for residents to have a second or third cup. A resident should ask the CNA or service assistance (RN, activity staff, etc) for an extra cup. Additional coffee can be made anytime during meal service. Jim H. did ask the group if they were getting additional cups of coffee & group reported they were.

**Menus:** A large print menu will be posted on the bulletin board in the hallway between the households. Dietary will also print one for each household service kitchen that will be left on the counter for the residents to view. The 8 a.m. announcement will include the lunch & supper menu for the day.

**Maintenance concerns** about a resident sink & another's shower were e-mailed. The sink issue was resolved by the resident using her reacher to assist her. On Tuesday 3/4, the showerhead was repaired with new parts.

**Bulletin Boards:** A request made for additional bulletin boards to be placed in each household & concern about excess for residents in w/c. Additional boards have been hung & daily & monthly activity schedules will be posted on these boards. Daily activities will continue to be announced after 8 am.

**Rock Haven  
RESIDENT COUNCIL MEETING  
April 8, 2014**

**Members Present:**

Vida Bickel

Sharon Matzko

Sheila Tabbert

Glenn Vigdahl

Ruth Dahl

Tom Hahn

Joanne Obrien

Ramon Ojeda

Beulah Rudolph

Lynn Gibson

Sharon Motzko

Jackie Greenwood

Jan Kerl

Don & Myra Guisleman

Lillian Frayer

**Others:** Ross Jacobson, SW  
Debbie Potter, Clinical  
Dietician

Theresa Talbert, SW  
Jim Haseman, Volunteer  
Ombudsman

Sue Prostko, Administer  
Sue Lewiston, Activity Director  
David Hayes, Food Service Manager

**Meeting called to order** – Beulah Rudolph

**Pledge of Allegiance Recited** – All Members

**Reading of Last Meeting Minutes** – Tom Hahn

**Treasurer's Report** – Ramon Ojeda

Deposits– March Interest \$0.37

Expenses – Musical Entertainment for March & April \$210.00

Balance -- \$5459.04

**General Announcements:** No new members to introduce to the group

**Old Business:** There was none.

**New Business:**

- Report from the Health Services Committee: Meeting on Wed. Repairs are in progress & also work to identify where the cold air is coming in..
- Maintenance concerns: Air exchange & water temperature in a room was brought forth.
- Educational Topic: Dietary was here to discuss the changes with recipes, new selections, products & any other concerns or suggestions raised by the group
- Resignation of the Vice President. Jan turned in her letter of resignation. Vida B. volunteered to take over that position. Group voted her in.
- Upcoming special events for the month were announced to the group.
- There were no additional questions or concerns by those present.

**Next meeting: Tuesday, May 13 @ 10:15 am –in the Social Room & Officers will meet on Friday, May 9 in the conference room on Limestone Court @ 10:00 am**

Minutes taken by Sue Lewiston CC: Dave Hayes, Doug Keating, Michael Howell, SueProstko, Theresa Talbert, Ross Jacobson, Michelle Lynch & Nursing Supervisors.