

Sauk County Health Care Center
1051 Clark Street, Reedsburg, WI
Board of Trustees Meeting Minutes, August 8, 2013

Members present: Art Carlson, Joan Smoke, Henry Netzing, Bill Higgins, Terri Langer, and Mary Ellen Murray

Absent: Joe Fish

Others present: Theresa Dietz, Marty Krueger, Jennifer Vosen, Kim Gochanour, and Diane Gade

1. Meeting was called to order at 5:30 p.m. by Chair Murray and certified compliance with the open meeting law.

2. Motion by Langer, second by Netzing to adopt the agenda. Motion carried.

3. Motion by Smoke, second by Carlson to approve the minutes of the previous meeting. Motion carried.

4. Public Comment – None

5. Communication – Kim introduced the new Director of Nursing at the Health Care Center, Jennifer Vosen, RN, BSN. Jennifer shared information about her background and education with the board. Mary Ellen indicated that a friend who came to the HCC for rehabilitation had wonderful things to say about the facility and staff. Mary Ellen will be attending the fall kick off of the United Fund on September 19th from 4:30 – 7:30. We are again eligible for funds so will have a table there highlighting our services. They will be asked to sponsor the aviary and fish tanks – cleaning and general care. Foundation also working on updating the brochure. Proposed changes to the bylaws have been turned in to Marty and we are waiting for board approval.

6. Kim discussed the proposed 2014 budget. Kerry has some changes that the auditors have suggested so we have no final numbers as of yet. We show a slight reduction in LPN and RN labor, increase in capital outlay because of ECS upgrades, and an increase in some equipment leases. Our revenue should remain about the same. We included \$15,000 for the pro forma for the potential assisted living facility. Will have definite numbers for the September meeting.

Motion by Netzing, second by Langer to submit the budget for Administrative Review on August 29. Motion carried.

7. Business Office report. Theresa presented the vouchers and highlighted items of interest. Operations statement and aging were also discussed.

Motion by Smoke, second by Langer to approve the vouchers in the amount of \$112,594.30. Motion carried.

8. Discussion of increasing the 2014 private pay rates. After discussion it was decided to postpone the decision until the next meeting.

Motion by Carlson, second by Higgins to postpone further discussion of increasing the private pay rates until the next meeting. Motion carried.

9. Administrator's report. Kim attended the normal meetings during the month of July. Kim indicated that we may be chosen to receive a grant to purchase I-pods for resident use. Music has been shown to have a profoundly positive effect on residents, especially those with memory issues. We also had the wage and compensation study in-service here for staff, met with a company regarding hospice services, held our first QAPI meeting here for staff. QAPI is Quality Assurance Performance Improvement which is meant to identify issues and find solutions to these issues which improves the quality of our services. Kim will go to Dunn County to speak about moving into their new facility and what we learned with our move.

Marty explained that the Wage and Compensation Study recently begun is expected to cause some adjustments in staff salary/compensation. Managers were asked to budget with 0% wage adjustments and money would be set aside to cover any changes after the study is completed.

10. Public comment. None

11. Possible agenda items. Revisit the discussion of private pay rate increase, further budget discussion, Kim will report on her visit to Dunn County, gazebo information, I Pod grant discussion and the Assisted Living Study.

12. Next meeting date is Thursday, September 12 at 5:30 p.m.

Motion by Carlson, second by Higgins, to adjourn. Motion carried.

Mary Ellen Murray, Chairperson