



PORTAGE COUNTY

MEETING MINUTES

HEALTH CARE CENTER COMMITTEE

PORTAGE COUNTY ANNEX
CONFERENCE ROOMS 1 & 2
1462 STRONGS AVENUE
STEVENS POINT, WI 54481

Wednesday, August 18, 2021

5:00 PM

REMOTE ATTENDANCE & COMMENT

To attend this meeting by telephone : dial 1-608-338-1399, after dialing the number you will then be asked to enter in a meeting number. Use the following meeting number: 168 483 562, then press #

To attend this meeting by video: [Click here to join the meeting](#)

Due to COVID-19 and the potential risk to members of the public who attend meetings in-person, any person who plans to attend the meeting remotely, but wishes to comment on an agenda item can send their comments via email to lingforl@co.portage.wi.us. The deadline for sending comments by email is 48 hours prior to the start of the meeting. Emailed comments will be delivered to committee members at least 24 hours prior to the meeting. Remote comment by the public during the meeting will be at the discretion of the Chair.

CALL TO ORDER

Meeting called to order at 5:02 p.m.

Members attending in-person: M. Johnson, D. Raabe, R. Reser

Members attending on-line: C. Moua, M. Neville

Members excused: none

Members absent: none

PUBLIC NOTICE

Members of the public who wish to address the Committee on specific agenda items must register their request at this time, with such comments subject to the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

APPROVAL OF MINUTES

1. June 16, 2021 Minutes

A motion was made by D. Raabe, seconded by R. Reser to approve the minutes from June 16, 2021. Motion carried on a voice vote with no negative votes.

CORRESPONDENCE

None.

2. Memo from Chair M. Johnson

DISCUSSION/POSSIBLE ACTION

None

3. Discussion/Possible Action Re: Regarding Special Meeting Attendance (Portage County Ordinance 3.1.47 & 3.1.48)
 - Request for special meeting attendance
 - Approval of attendance of special meetings
 - Special meeting attendance reports

REPORTS

4. Chairperson Report

Administrator Report

- COVID-19 update
- State Survey update

Business Manager Report

- Vendor Invoice List
 - Clear Path- repair call light system
 - Ron's Refrigeration- repair freezer
 - Leading Age- annual dues
 - Interdisciplinary Valuation- real property valuation
- Financial Report
 - Budget 2022 update

County Executive Report

- Request for Proposal update

Chairperson Report

None

Administrator Report

M. McDonald stated that last Tuesday state surveyors arrived at PCHCC. There were five surveyors and the survey lasted three days. The survey was citation free! Congratulations to the team! There were some environmental concerns noted during the survey. We will have to request the HVAC waiver again this year. There are two electrical outlets that must be replaced. There are two air ducts that must be moved because they are too close to the sprinkler heads.

PCHCC had 1,115 resident days in July. Our census averaged 36. We did decrease our licensed beds to 48, all private rooms. M. McDonald said the PCHCC 2022 budget hearing is set for Monday, August 23rd. We are 216 days COVID-19 free since the last positive case. We continue to network with community resources available to the senior population. The influenza vaccines have been ordered for the upcoming flu season.

Business Manager Report

L. Lingford answered questions on the vendor invoice list. The June 2021 census was 34.8, with a year-to-date census of 34.3. We originally budgeted for a census of 50 but have been working with a census closer to 35. The current cost per day is \$532.75. L. Lingford stated the ultraviolet robot has been received. Training has been completed and the robot is already in use. Training is being scheduled for the Lucas 3 chest compression system. L. Lingford said that PCHCC would like to upgrade the call light system from G3 to G4 and to purchase phones. This would allow for better communication between staff. The estimated cost is \$30,000. COVID fund reporting is due September 30, 2021. L. Lingford will be collaborating with Finance to complete the report.

L. Lingford provided highlights of the 2022 budget. The budget will be based on a census of 35. There are several open positions, totaling 10.9 full-time equivalents that will be eliminated. These are currently unfilled positions. There will be a reduction of hours in five unfilled positions. The projected deficit for the 2022 budget is \$2.8M. The budget hearing is scheduled for Monday, August 23, 2021. The budget amount may change based on that hearing.

County Executive Report

Executive C. Holman provided an overview of the Request for Proposal (RFP) process. The RFP has been issued. There was a two-

week timeframe where proposers could ask questions. Several questions were received. All of those questions were answered with an addendum. The RFP review team had an initial kick-off meeting to gain a better understanding of the RFP process. Proposals have been received and they will be reviewed by the RFP review team. Executive C. Holman stated some of the core components of the RFP. Procurement Director, C. Schultz, said it is important to remember this RFP process is to rate the proposers' ability to perform the work.

NEXT MEETING DATE: September 15, 2021 at 5:00 P.M. in Annex Conference Room 1 & 2

ADJOURNMENT

Motion by D. Raabe, seconded by R. Reser to adjourn at 5:44 p.m. Motion carried with a voice vote, with no negative votes.

NOTICES

Notice: Any person who has special needs and plans on attending this meeting in-person or remotely should contact the Facilities Office at 715-346-1598 as soon as possible to ensure that reasonable accommodations can be made.

Notice: A quorum of the Portage County Board of Supervisors, or any committee thereof, may be present at this meeting.