



PORTAGE COUNTY

MEETING MINUTES

HEALTH CARE CENTER COMMITTEE

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

Wednesday, October 20, 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: 773 951 523, 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 5:01 p.m.

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

Members attending on-line: N. Moua

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. August 18, 2021 Minutes

A motion was made by R. Reser, seconded by D. Raabe to approve the minutes from August 18, 2021. Motion carried on a voice vote with no negative votes.

2. September 8, 2021 Minutes

A motion was made by D. Raabe, seconded by M. Neville to approve the minutes from September 8, 2021. Motion carried on a voice vote with no negative votes.

CORRESPONDENCE

None.

DISCUSSION/POSSIBLE ACTION

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

None.

4. Update from Dimension IV Madison Design Group on progress for site design and referendum outreach.

Jim Gersich, from Dimension IV Madison Design Group, presented an update on the site design and referendum outreach project. The kickoff meeting was held on September 22, 2021. On September 30, 2021, a HCC building walk-through was completed. Their analysis showed the existing boiler would need to be cut into pieces to be removed. There is hazardous material that would need abatement. There are many storage areas in the current building, mainly on the basement level. Mr. Gersich explained there is currently a two-car garage in the back. A possible proposal would be to construct another garage to be used for storage.

On October 8, 2021, the dietary and laundry areas were reviewed. The laundry is located in the basement and the dietary department is located next to the loading dock. It was determined not practical to invest in the existing dietary and laundry areas. There may be pieces of equipment that could be used in a new building. However, this equipment will need to be used during construction of a new building to provide resident services. On October 12, 2021, space needs were reviewed and the preliminary draft surveys were developed. There will be two types of surveys: staff and public. Staff surveys may be available via county email and the public survey will be available on the County website. On October 14, 2021, a land surveyor completed a topographical, boundary and utility survey. On October 18, 2021, space needs were reviewed again. On October 22, 2021, the plumbing, HVAC, electrical, fire and low voltage systems will be analyzed.

On November 2, 2021, an interactive design workshop will be held in the Annex Conference Room 5, from 10:00 a.m. - 12:00 p.m. November 3, 2021, is the survey deadline for both staff and the public. The results will be analyzed and presented at a meeting on November 9, 2021, at 5:00 p.m. in Annex Conference Room 5. There will be another project update at the November 17, 2021, PCHCC Committee meeting, 5:00 p.m. in Annex Conference Rooms 1 & 2. A campaign logo may be developed in late November, 2021.

Mr. Gersich explained that the interactive design workshop provides useful data on building design. The data received during the workshop is analyzed and used to develop a style for a building. The workshop will be promoted in advance for community awareness.

Please see the PDF version of the PowerPoint presentation.

REPORTS

5. Chairperson Report

None.

6. Administrator Report

M. McDonald said that since the pandemic started there has only been one non-symptomatic resident that tested positive for COVID-19. Twenty eight team members tested positive, but all situations were mitigated. Occupancy and referrals continue to change. September statistics show 995 resident days with seven private-pay residents. We continue to COVID test staff twice weekly and residents once weekly. We continue to outreach with local community service providers. We remain a 5-star facility and citation free.

7. Business Manager Report

- Vendor Invoice List
 - Direct Supply- ice machine, blanket warmer
 - Ecolab- electrostatic sprayer
 - Otis Elevator- elevator repairs
 - Skytron- ultraviolet robot
 - Ability Builders- outside visitation building
 - Clearpath- upgrade call light system downpayment
 - Horak Refrigeration- new cooler
 - Ron's Refrigeration- cooler repair
 - The Samuels Group- furniture downpayment
- Financial Report

L. Lingford stated the year-to-date census through August 2021 was 34.5. In August 2012, the census was 78.5 and in 2019, the census was 55.5. The 2022 PCHCC budget is based on a census of 35. We continue to report on a daily basis the bed availability at the HCC. We report on a weekly basis the number of residents and staff that are COVID vaccinated, influenza vaccinated and number of people who have respiratory symptoms. 100% of the residents are COVID vaccinated. The Phase 4 General Distribution funding application is due October 26, 2021. The Department of Health Services has \$25.5 billion in funding available. The HCC would like to apply for funds. The County must submit one application and we are working with Jennifer Jossie to submit an application.

L. Lingford said that we have renewed contracts with temporary staffing agencies. We are being proactive in having these in place if needed in the future. The PM shift is difficult to fill. Our scheduler has done a great job filling these shifts, but it is difficult. Certified Nurse Aide costs through a temporary agency cost between \$35-\$65 per hour, with holidays and over-time being 1 1/2 times the rate.

8. County Executive Report

None.

NEXT MEETING DATE November 17, 2021 at 5:00 P.M. in Annex Conference Room 1 & 2

ADJOURNMENT

A motion was made by D. Raabe, seconded by R. Reser to adjourn at 5:50 p.m. Motion carried on 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.

PORTAGE COUNTY HEALTH CARE CENTER NEW FACILITY REFERENDUM STUDY UPDATE

STEVENS POINT, Wisconsin /OCTOBER 20th, 2021



PROJECT INITIATION "KICK OFF" MEETING

Wed. September 22nd @10am

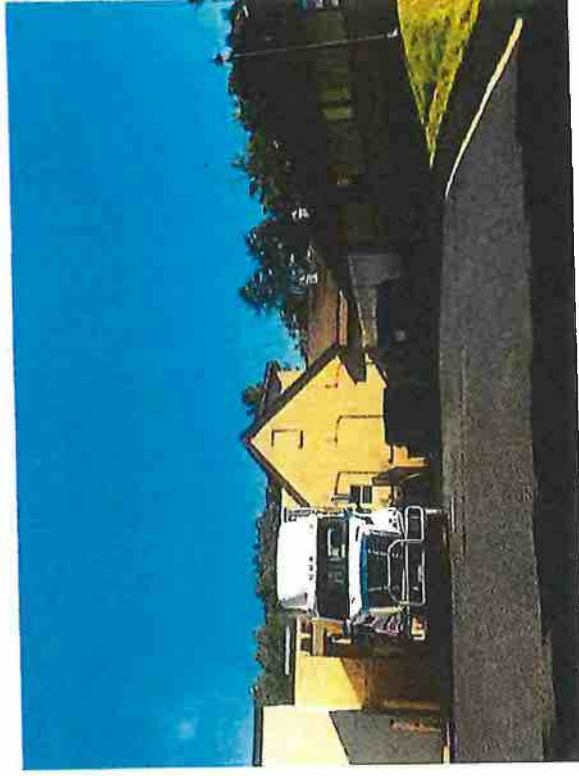


UPDATE / OCTOBER 20th, 2021



REVIEW AVAILABLE INFORMATION (staff, site, existing)

PCHCC September 30th @ 9am (Todd, Robb + Jim G)

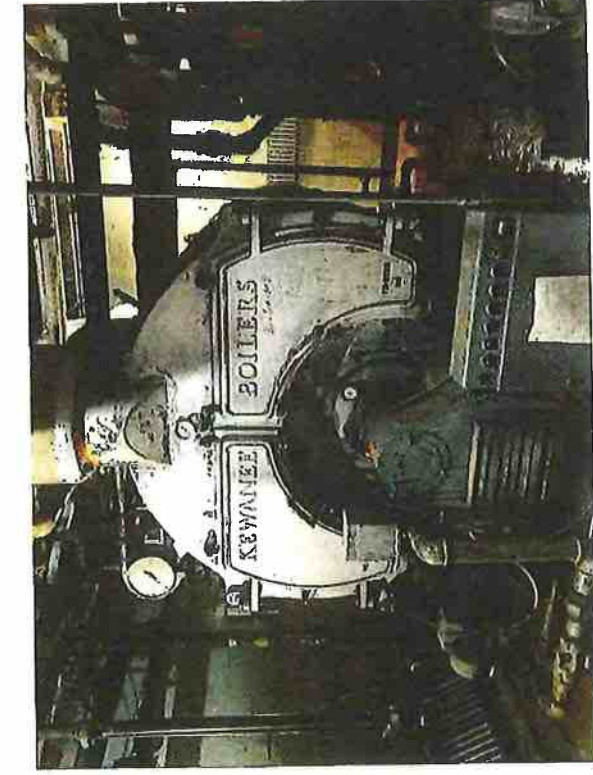


UPDATE / OCTOBER 20th, 2021



BUILDING SITE VISIT - REVIEW BUILDING SYSTEMS

PCHCC September 30th



UPDATE / OCTOBER 20th, 2021



MEETING: PCHCC STAFF, re SPACE NEEDS

Wed. October 6th @10 am

Patricia C. Kelly, RN, MSN, CDE, CDEP
Space Programming

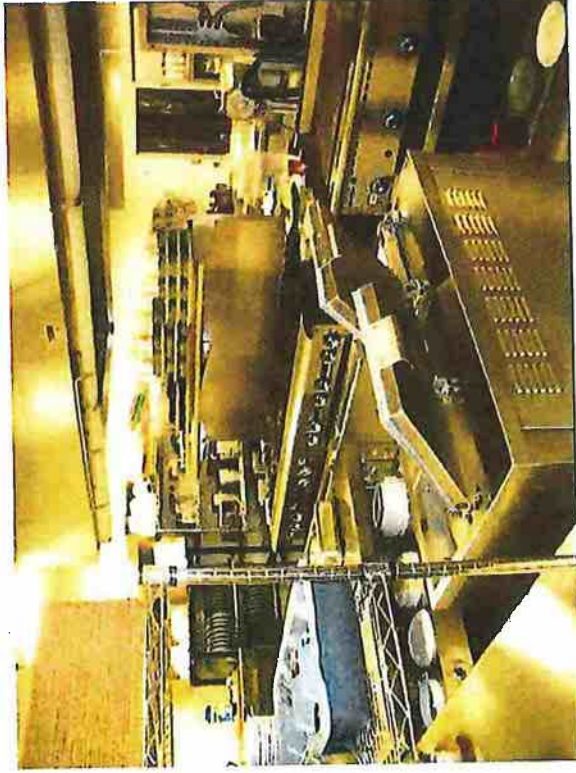
Room	Assigned to	QTY.	W	D	NSF	Notes
RESIDENT WING						
CBRF - Resident Room (Pain)	Residents	4	28	14	1,524	Pain - Room size only - (2) single rooms with private bathrooms is 29' x 14'
CBRF - Dining	Residents	1	12	14	168	
CBRF - TV Room	Residents	1	15	18	270	
CBRF - Den Lounge	Residents	1	12	14	168	
CBRF - Laundry Room	Residents	1	9	17	153	One washer, dryer, and utility sink. Includes clean and soiled linen rooms.
CBRF - Nurses Station	Staff	1	10	12	120	
SNF - Resident Standard Room	Residents	24	15.5	24	3,224	Can also accommodate two siblings or spouses. Equip as double occupancy.
SNF - Bariatric / Flexible Room	Residents	6	15.5	26	3,224	(1) for each SNF wing - could also serve as Bariatric room
SNF - Guest Family Room	All	2	19	24	912	Includes minimum footage for party and warming kitchen
SNF - Dining Room	Residents	2	30	32	1,920	Supervisors located at this location.
SNF - Nurse Station	Staff	2	8	15	240	
SNF - Chatting	Staff	2	10	13	260	
SNF - Cat Storage	Staff	3	4	8	72	Includes rooms for soiled and clean linen storage
SNF - Laundry Room	Staff	2	13	24	180	
SNF - Meds Room	Staff	2	9	10	180	
SNF - Trash Room	Staff	2	15	23	350	Flexible space, one room at each wing
Isolation Room	Residents	2	12	20	470	16 rooms each, 1 per SNF wing
Day/Sun Room	Residents	2	15	20	600	20 seats each, 1 per SNF wing
Den/Lounge	Residents	2	15	20	600	85 seats each, 1 per SNF wing
Activity Room	Residents	2	20	25	1,000	1 per Activity Room
Activity Room Storage	Staff	2	8	10	160	
Spec Bath and Shower	Residents	2	15	23	350	1 per SNF wing
Spec Toilet	Residents	2	7	9	126	1 per SNF wing
Spec Storage	Staff	2	6	8	72	1 per SNF wing
Conference Room	All	2	12	20	480	1 per SNF wing
Housekeeping Storage	Staff	3	6	6	108	1 per SNF/CCRF wing, limited storage
Resident storage	Residents	1	20	32	640	For 48 residents' personal belongings (4' x 4' x 6' height)
Resident Room FFE storage	Staff	1	20	30	600	Seam beds, night stands, etc.
Resident Wing Subtotal					24,679	
COMMON AREA SPACES						
Vestibule	All	1	12	16	192	Double lock vestibule - helps with containment for Covid.
Vestibule	All	1	10	10	100	Confirm if additional vestibule is needed at CBRF wing.
Lobby/Waiting Lounge	All	1	15	15	225	
Receptional desk	All	1	10	10	100	
Admin. Office	All	1	12	12	144	Receptional doubles as admin. Assistant
Public Restrooms	All	4	7	8	224	Currently (3) single lockers. Number for (4) single lockers, which includes a "family" restroom / restroom sized for someone with an attendant.
Chapel	All	1	20	35	700	Approx 44' - 46' OK - may need to be enlarged for additional family members, etc. Reuse equipment?
Breakfast Room	Residents	1	15	20	300	
Dining Room	Residents	1	30	30	900	Smaller dining rooms provided in resident wings for special needs. 34 seats in Dining Room. Almost all are wheelchair users.
Cannery Area Storage Subtotal					2,865	
STAFF SPACES						
Training Space / Classroom	Staff	1	15	15	225	15 persons (Faculty feels this is sized appropriately)
Employee Locker Area / PPE	Staff	1	12	14	168	Downgrading happens at patient room doors in normal wings. Supply lockers for 80 employees.
Break Room	Staff	1	15	15	225	Breakroom rather to be away from wings with outside access, windows. 23 nursing staff on break at same time. Laundry staff is more staff using break. 2 refrigeration
Staff Bathroom	Staff	3	7	8	168	SNF and CBRF wings

UPDATE / OCTOBER 20th, 2021



KITCHEN/LAUNDRY DISCUSSION (w/Rock Deering)

Fri. October 8th @ 10 am



UPDATE / OCTOBER 20th, 2021



MEETING: SPACE/STAFF NEEDS & DRAFT SURVEYS

Tuesday October 12th @10 am

Staff Survey (One story building, 40 beds, singles with private baths and showers):

1. Should all resident rooms be singles or should some be capable of being doubles? How many rooms should be singles and how many should be doubles? Why?
2. What are the best features of the existing building that we want to incorporate into the new facility?
 - a. .
 - b. .
 - c. .
3. What are the most challenging features of the existing building that we want to address?
 - a. .
 - b. .
 - c. .
4. Some of the existing pine trees are diseased and need to come down. If a replacement building led to those or other trees going away and other trees replanted elsewhere, is that a big issue?
5. Should the corridors be double loaded like the east wing or racetrack like north and south wings? Why?
6. Should we consider a family room which can be used for hospice or other purposes?
7. Should we consider a small 2-bed dedicated isolation suite?
8. Should we make the rehab gym available to outpatients?
9. Should the staff breakroom be located adjacent to charting/within resident wings or is outside access from breakroom important?
10. Additional Comments?

Public Survey (One story building, 40 beds, singles with private baths and showers):

1. Briefly describe your impression or thoughts of the PCHCC facility.
2. What do you think the public needs to hear to be better informed?
3. Would you support replacing the PCHCC facility? If yes, why? If no, why not?
4. Would you vote for a project replacing the PCHCC facility?
5. Do you know how the PCHCC operates?
6. How important are keeping all the trees and the park-like setting, acknowledging that some trees are diseased and need to come down regardless?
7. What types of outdoor spaces would you like to see?
 - a. Walking paths
 - b. Covered seating
 - c. .
 - d. .
8. What important features or services would compel you to bring family to the facility?
 - a. High quality food offerings
 - b. Hospice
 - c. Nursing
 - d. Other (fill in)
9. How do you prefer to receive information?
 - a. Social Media
 - b. Email
 - c. Phone Calls
 - d. Newspaper / Print
10. Additional Comments?



UPDATE/ OCTOBER 20th, 2021

MEETING: PUBLIC AWARENESS PROCESS DIALOGUE

Tuesday October 12th @1pm



UPDATE / OCTOBER 20th, 2021



MEETING: STAFF AND INPUT PROCESS REVIEW

Tuesday October 12th @3 pm

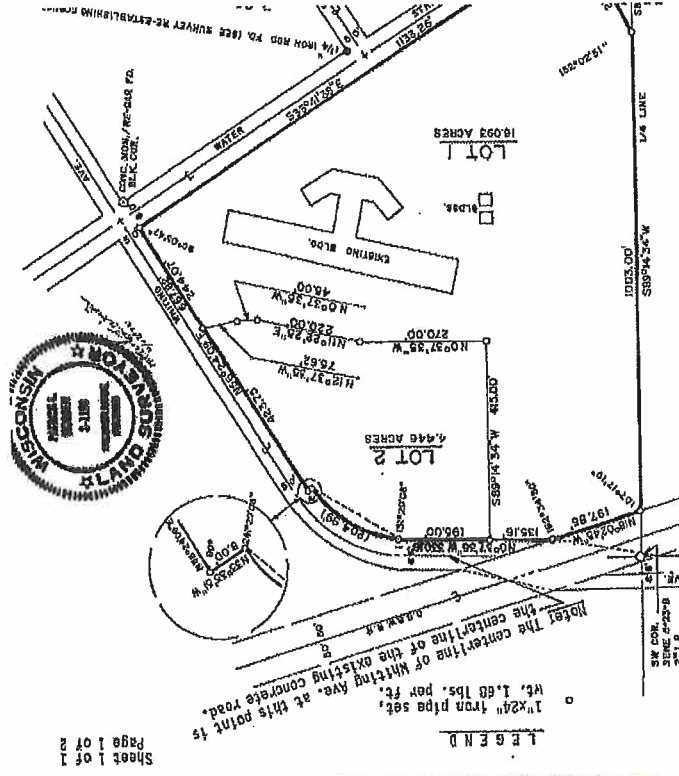
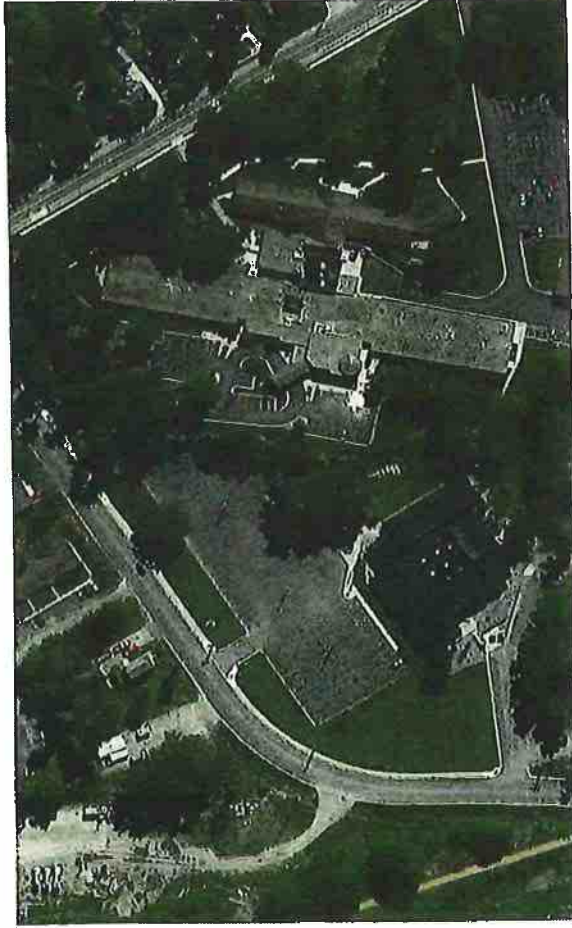


UPDATE / OCTOBER 20th , 2021



PROPERTY SURVEYING (Edge Consulting completed)

October 14th



Sheet 1 of 1
Page 1 of 2



UPDATE / OCTOBER 20th, 2021

FINALIZE SPACE NEEDS PROGRAM

Monday October 18th @10am via MS Teams

John's County Health Care Center

Space Programming

10.18.2021

Room	Assigned to	QTY.	W	D	NSF	Notes
RESIDENT WING						
CBRF - Resident Room (Pain)	Residents	4	28	14	1,624	Pain - Room also only (2) single rooms with private bathrooms is 28 x 14'
CBRF - Dining	Residents	1	12	14	185	
CBRF - TV Room	Residents	1	15	18	270	
CBRF - Day / Lounge	Residents	1	12	14	188	
CBRF - Laundry Room	Residents	1	9	17	153	One washer, dryer, and utility sink. Includes clean and soiled linen rooms.
CBRF - Nurses Station	Staff	1	10	12	120	
SNF - Resident Standard Room	Residents	24	15.5	24	8,928	Can also accommodate two siblings or spouses. Equip as double occupancy.
SNF - Resident / Family Room	Residents	8	15.5	26	3,724	(1) for each SNF wing - could also serve as day care room
SNF - Guest Family Room	All	2	19	24	912	Includes square footage for pantry and warming kitchen
SNF - Dining Room	Residents	2	30	32	1,920	Supervisors located at this location.
SNF - Nurses Station	Staff	2	8	15	240	
SNF - Chanting	Staff	2	10	13	260	
SNF - Cat Storage	Staff	3	4	6	72	
SNF - Laundry Room	Staff	2	13	24	624	Includes rooms for soiled and clean linen storage
SNF - Med Room	Staff	2	9	10	180	
SNF - Treat Room	Staff	2	9	10	180	
Resident Room	Residents	2	15	22	600	Flexible space, one room at each wing
Day/Sun Room	Residents	2	12	20	470	16 seats each, 1 per SNF wing
Day Lounge	Residents	2	15	20	600	20 seats each, 1 per SNF wing
Activity Room	Residents	2	20	22	1,020	85 seats each, 1 per SNF wing
Activity Room Storage	Staff	2	8	10	160	1 per Activity Room
Spa / Bath and Shower	Residents	2	15	23	680	1 per SNF wing
Spa / Tidal	Residents	2	7	9	128	1 per SNF wing
Spa / Storage	Staff	2	6	6	72	1 per SNF wing
Conference Room	All	2	12	20	480	1 per SNF/CRF wing, limited storage
Housekeeping Storage	Staff	3	6	6	108	For 48 residents' personal belongings (4' x 4' x 11' height)
Resident Storage	Residents	1	20	32	640	Spa beds, night stands, etc.
Resident Room FEE storage	Staff	1	20	30	600	
Resident Wing Subtotal					24,579	
COMMON AREA SPACES						
Vestibule	All	1	12	15	182	Detachable vestibule - helps with screening for Covid.
Vestibule	All	1	10	10	100	Confirm if additional vestibule is needed at CBRF wing.
Lobby/Waiting Lounge	All	1	15	15	225	
Receptionist desk	All	1	10	10	100	
Admin. Office	All	1	12	12	144	Receptionist doubles as admin. Assistant
Public Restrooms	All	4	7	8	224	Currently (3) single holders. Number is for (4) single holders, which includes a "family" restroom / restroom sized for someone with an attendant
Chapel	All	1	20	35	700	Approx 44-46 OK - may need to be enlarged for additional family members, etc. House equipment?
Beauty Salon	Residents	1	15	20	300	
Dining Room	Residents	1	30	30	900	Smaller dining rooms provided in resident wings for special needs. 34 seats in Dining Room. Almost all are wheelchair users.
Common Area Spaces Subtotal					2,885	
STAFF SPACES						
Training Space / Classroom	Staff	1	15	15	225	15 persons (family) feels this is sized appropriately
Employee Locker Area / PPE	Staff	1	12	14	168	Downloading happens at patient room doors in normal wings. Supply lockers for 20 employees
Break Room	Staff	1	15	15	225	Breakroom prior to be away from wings with outside access, windows. 2-3 nursing staff on break at same time. Laundry staff is more staff taking breaks. 2 refrigerators
Staff Bathroom	Staff	3	7	8	168	SNF and CBRF wings

UPDATE / OCTOBER 20th, 2021



MEETING: MEPFP REVIEW: Todd, JDR, Jim

Friday October 22nd @9 am



UPDATE / OCTOBER 20th, 2021



UPCOMING TASKS October 21st – November 12th

DISTRIBUTE ONLINE SURVEY INSTRUMENTS

October 20th

DEVELOP CONCEPT DESIGN OPTIONS, COST & SUSTAINABILITY ANALYSES

October 18th – 29th

DESIGN WORKSHOP "CHARETTE" (setup commences in annex 1-2)

November 2nd @10 am - noon

ONLINE SURVEY "LAST CALL"

November 3rd @noon

MEETING, SURVEY RESULTS, SELECT CONCEPT, BRAINSTORM CAMPAIGN

November 9th @10am Annex Room 5

FINALIZE 11/18/2021 THRU 4/5/2022 DESIGN SCHEDULE

Week ending November 12th

UPDATE / OCTOBER 20th, 2021



UPCOMING TASKS November 12th – November 24th

CONNECT WITH CITY OF STEVENS POINT DEPARTMENTAL STAFF

November 10th to 12th (or sooner)

CMPJ PURCHASES WEBSITE DOMAIN & ISSUE CAMPAIGN LOGO

November 17th

JOINT HEALTH CARE, SPACE & PROPERTY COMMITTEE MEETING

November 17th @5pm Annex Room 1-2

SHARE CONCEPT WITH COUNTY COMMITTEE(S), COUNTY BOARD
through November 19th

COUNTY SELECTS FINAL CAMPAIGN LOGO

on or before November 24th

UPDATE / OCTOBER 20th, 2021

