PORTAGE COUNTY

PORTAGE COUNTY ANNEX
CONFERENCE ROOM 5
1462 STRONGS AVENUE
STEVENS POINT, WI 54481

MEETING MINUTES

HEALTH CARE CENTER COMMITTEE

Thursday, June 16, 2022 **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: 288 670 876, 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 5:00 p.m.

Members attending in-person: V. Miresse, D. Jankowski, G. Hakala, S. Przybylski, L. Weaver
Members attending on-line: None
Members absent: None
Members excused: 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. May 31, 2022

A motion was made by S. Przybylski, seconded by D. Jankowski to approve the minutes from May 31, 2022. The motion carried on a voice vote with no negative votes.

2. June 6, 2022

A motion was made by S. Przybylski, seconded by D. Jankowski to approve the minutes from June 6, 2022. The motion carried on a voice vote with no negative votes.

CORRESPONDENCE

None.

DISCUSSION/POSSIBLE ACTION

3. Discussion/Possible Action: 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. Discussion/Possible Action: Regarding Health Care Center New Facility Construction Planning

NHA, M. McDonald updated the Committee on staffing at PCHCC. We have been working closely with the Human Resources Department and have recently implemented a $2.00 per hour shift differential for CNAs working the PM shift. Two additional CNAs have resigned. A new candidate will begin employment working as a CNA on the PM shift, in a 12-hour per week role. Chair V. Miresse said he advocated strongly to the Human Resource Committee for a $3.00 per hour shift differential for CNAs working the PM shift. A recent CNA graduate, who is a current employee of our housekeeping provider, accepted a CNA position in a skilled nursing facility starting at $20 per hour. S. Przybylinski asked how long are we going to wait for the results. V. Miresse said that we were going to wait until the salary study has been completed, which may be completed in August, 2022. Mary Ann Laszewski said a facility in Neenah was offering $1500 sign-on bonuses and she asked if that was something the County could offer.

Procurement Director, C. Schultz, reiterated the importance of having the owner's representative contract secured. C. Schultz said he is moving forward in his job role with the assumption the resolutions will be approved by the County Board on June 21, 2022. C. Schultz said he has the draft contract with Tegra 99% completed. C. Schultz encouraged the Committee to listen to Tegra's presentation at the County Board meeting. They may provide information about the function and process of the owner's representative. The next scheduled meeting with Wold, the building architect, will be after July 4th.

L. Weaver asked if the contract would have provisions that allow PCHCC to end the contract if necessary. C. Schultz said that it is common practice to include contract termination clauses. C. Schultz said he would provide information, possibly at the next PCHCC Committee meeting, regarding the approximate cost at each stage of the Tegra process.

REPORTS

5. Chairperson

None.

6. Administrator

M. McDonald gave an update on the daily operations at PCHCC. We have been working with Facilities to install a larger air conditioner in the Activity area. We continue to enhance our link with the Department of Health Services (DHS), utilizing a weekly call to the State Infection Preventionist. The State Infection Preventionist said many facilities are using temporary staffing. DHS have intensified the survey process, focusing on infection control and COVID test reporting. We continue to COVID test staff twice weekly. The resident council meeting was held on Monday. Special summer events were added to the resident calendar to kick off summer. M. McDonald said she will be attending a meeting in July with the Aspirus Hospitalist group to discuss continued collaboration of care.

7. Business Manager

- Vendor Invoice List

  Professional Choice- dishwasher repair

- Financial Report

L. Lingford said the March 2022 year-to-date census was 27.1 compared to 33.9 in March 2021. The average cost per day is approximately $602.00. L. Lingford said the contract for Relias, an online educational resource, was renewed. The contract has a 3-year term and was based on a much higher staffing rate than current. The savings is about $2,000 per year. We started internal discussions on the 2023 budget, trying to determine the daily resident census and staffing levels. Some areas we would like to address in the 2023 budget include weekend shift differential rate, holiday pay for positions less than 20 hours, and some type of reimbursement for the Director of Nursing and RN Manager when they are working as the RN on the floor, outside their normal work hours.

The 2021 Medicare cost report has been submitted. It was due May 31st. The cost report was received and the auditor has requested supporting documentation. That is a normal process. The cost report review is usually completed by mid August. L. Lingford said the Finance Committee did approve to add the new HCC building project to the Capital Improvement Plan. The Resolution declaring the intent to reimburse the County for expenditures on the HCC projects was approved and the resolution authorizing an agreement with Tegra as the owner's representative was approved. These three items will be on the County Board agenda on June 21st. L. Lingford said the County is considering expanding departments that will be able to accept credit card payments. The HCC will be considering this option.

8. County Executive

Executive J. Pavelski said that if you negotiate wages for the HCC staff to realize there is a different priority than some other departments. The HCC has direct care of people, different than someone who cuts lawns, for example. There is a need for employees at the HCC. Temporary staffing is much more expensive and our own staff is much more efficient.

NEXT MEETING DATE

9. July 20, 2022 at 5:00 P.M. in Annex Conference Room 1 & 2

ADJOURNMENT

V, Miresse adjourned the meeting at 5:37 p.m.

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.