



PORTAGE COUNTY

MEETING MINUTES

HEALTH CARE CENTER COMMITTEE

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

Wednesday, August 31, 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: 160 682 536, 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: V. Miresse, G. Hakala, S. Przybylski

Members attend on-line: L. Weaver

Members absent: None

Members excused: D. Jankowski

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. July 20, 2022 Minutes

A motion was made by S. Przybylski, seconded by G. Hakala to approve the minutes from July 20, 2022. The motion carried on a voice vote with no negative votes.

CORRESPONDENCE

None.

DISCUSSION/POSSIBLE ACTION

2. 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.

3. Discussion/Possible Action Re: Regarding Approval of the Public Record Policy

A motion was made by G. Hakala, seconded by S. Przybylski to approve Public Record Policy. L. Weaver asked what significantly

changed from the prior version. The cost of records were the only changes to the policy. M. Neville said a scribner change should be made. The first letter of these words should be capitalized "Social Security Disability". This correction will be made to the policy. The motion carried on a voice vote with no negative votes.

4. Update Only Regarding Health Care Center New Facility Construction Planning

Chair V. Miresse and NHA M. McDonald provided an update. Numerous meetings have been held to review the Request for Proposal (RFP) bids. The committee has reviewed the content of each proposal. In-person interviews will be held on September 13, 2022. The proposals included new ideas. The architect had taken into consideration the family and home ambiance in addition to the structural brick and mortar. The committee suggested we are in good hands with Wold and Tegra.

REPORTS

5. Chairperson

None.

6. Administrator

M. McDonald said staffing challenges continue. There have been two Certified Nursing Assistants (CNA) and one Director of Nursing resignations. We continue to work with the Human Resources Department and County Executive Pavelski to address the staffing challenges. We have been able to fill the schedule without using temporary staffing. M. McDonald said there are day shift CNA openings available, which is very unusual. Discussions have been occurring internally to address the staffing situation. We will update the Committee at the next meeting on September 14th. M. McDonald said some of the referrals have been discharged home directly from the hospital. The census dropped to 19, which is the lowest number. M. McDonald said the competition started CNA wages at \$17.00 per hour plus shift differential and a sign-on bonus, in a CBRF facility, not a skilled facility. We will be having MSTC students doing clinical training with us. M. McDonald said we are in our state survey window. We have been preparing our records in anticipation of their arrival. We are open to ideas to increase staffing. We want to be transparent about the serious nature of the staffing shortage with the possibility of opening of a new facility. We are working on a policy to address Monkey Pox. Residents continue to remain COVID free.

7. Business Manager

- Vendor Invoice List
 - ClearPath Connections- call light upgrade
 - Dimension IV- referendum study
- Financial Report
- 2023 PCHCC Department Budget

L. Lingford provided an overview of the 2023 budget. The budget is based on a census of 32. There are changes to the current staffing for the 2023 budget. A Financial Associate II position will not be refilled. Two unit clerk positions will not be refilled. The Human Resource position will be reduced from 40 hours per week to 20 hours per week. All of these positions are currently vacant. The budget includes expenses for temporary staffing for RN and CNA staff. We estimated 6 weeks at 40 hours for RN and 18 weeks at 40 hours for CNA. The supply chain availability has improved but the prices have not. For example: isolation gowns were \$.25 now cost \$1.50 each and a case of gloves cost \$30 now cost \$75. Nursing home residents are at increased risk of developing infections from multidrug resistant organisms. The Center for Disease Control has updated Enhanced Barrier Precautions (EBP). EBP requires staff to gown and glove with each resident interaction for those with wounds, pressure ulcers, catheters and other care needs. EBP has added \$142,000 in medical supply costs to the budget.

L. Lingford said the budget includes a change in shift differential rates. The proposed changes are to increase the Licensed Practical Nurse rate from \$1.50 per hour to \$2.00 per hour, the CNA rate from \$.75 per hour for the NOC shift to \$2.00 per hour and to increase the weekend rate from \$.25 per hour to \$1.00 per hour. The budget is not final and may change. The estimated deficit is \$2.6 million prior to any tax levy.

8. County Executive

None.

NEXT MEETING DATE

9. September 21, 2022 at 5:00 p.m. in Annex Conference Room 1 & 2

The next meeting date has been changed. The next meeting date will be September 14, 2022 at 5:00 P.M. in Annex Conference Room 1 & 2.

ADJOURNMENT

A motion was made by S. Przybylski, seconded by G. Hakala to adjourn at 5:43 P.M. The 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.