



PORTAGE COUNTY

MEETING MINUTES

HEALTH CARE CENTER COMMITTEE

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

Wednesday, December 7, 2022

4:30 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: 814 095 238, 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 4:30 p.m.

Members attending in-person: V. Miresse, G. Hakala, D. Jankowski, 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. November 16, 2022

A motion was made by S. Przybylski, seconded by L. Weaver to approve the minutes from November 16, 2022. The motion carried on a voice vote with no negative votes.

REPORTS

2. Chairperson

V. Miresse, Chair, provided an update on the proposed new building. The schematic development phase has been completed. The next phase is design development. Nate Pearson from Tegra Group said Wold has been meeting with PCHCC department user groups. The square footage of the new building and cost estimate should be available next week.

3. Administrator

M. McDonald, NHA, said PCHCC is planning for the upcoming holidays. Gail Lankford was introduced as the new Director of Nursing. We continue to operate one unit, with a maximum capacity of 22 residents. The goal is to open the south unit in early January, looking to increase the census by five residents. We have received some applications for certified nursing assistants. A candidate did accept an 8-hour position. There is another interview scheduled for this week. The RN manager position remains open without any potential applicants.

M. McDonald reported there is a positive COVID case in the facility. Mitigation steps were immediately implemented. We continue to

outreach with our referral sources and other community resources. The pandemic has shown us the need to diversify services. Other health care services are not as highly regulated as skilled nursing facilities. Our emphasis remains on excellence and quality of care.

4. Business Manager

None.

5. County Executive

J. Pavelski, County Executive, said that design and development is the next phase of the building project. We will need to borrow funds for the project as we move into this phase. Other committees would need to approve borrowing funds. A resolution for an intent to borrow funds would need to be approved by the County Board.

DISCUSSION/POSSIBLE ACTION

6. 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.

7. Update: Regarding Recruitment and Retention for PCHCC

S. Wenzler, ERP Project Manager, provided an update on the recruitment and retention plan for PCHCC. The County has received applications for the certified nursing assistant (CNA) openings. One position has been offered and accepted. Another position is in the offer stage. There have not been any recent applications for the open Registered Nurse Manager position. S. Wenzler has been focusing on the utilization of other benefits available to staff, such as inducement pay, call-in pay, and shift premium. These benefits allow PCHCC some flexibility that assists with staffing open shifts. Human Resources staff are working on other possible changes related to holiday pay for permanent positions of less than 20-hours per week. They are researching the possibility of developing a country-wide employee referral policy.

8. Discussion/Possible Action: Regarding Financial Planning Model

L. Lingford, Business Manager, presented the updated financial planning model. She provided an overview of the details included in the agenda packet. The focus was on the financial projections through 2027. L. Lingford explained the changes made to census projections and payer source projections and the reasoning for the changes. The projections are based on current financial data. L. Lingford said the projections are based on the \$20M cost for a new facility. Any increase to the cost projection would increase the projected deficit. J. Jossie, Finance Director, has reviewed the financial projection changes. M. Peer, Principal at Clifton Larson Allen, has reviewed the changes. M. Peer recommends PCHCC keep the census as close to 32 residents in the skilled facility and 8 residents in the assisted living facility. M. Peer said the PCHCC's staffing ratio is higher than many other facilities.

J. Jossie said the next phase of the building project would begin soon. A financing resolution for the intent of borrowing money will need to be prepared. The resolution would need to be approved by various committees and the County Board before funds could be borrowed. L. Weaver asked if we can afford to staff at a 5-star level? Do we need to go back to the public with another referendum? J. Jossie said there is a statutory process to follow to place a referendum on the ballot. A referendum on an April election creates some challenges to other County financial reporting requirements. J. Jossie said 2042 is very hard to predict but the 5-year trend tells us something. Staff have been asked to present any operational changes at the December 21st meeting that could affect the financial projections.

CORRESPONDENCE

None.

NEXT MEETING DATE

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

ADJOURNMENT

A motion was made by D. Jankowski, seconded by S. Przybylski to adjourn at 6:45 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.