

Green County Committee Meeting

Pleasant View Nursing Home Oversight Committee Meeting Minutes **Location: Green County Courthouse** **January 13, 2022**

Present were Herb Hanson, John Bernstein, Joan Rufenacht (via zoom), Linda Boll, Gary Neuenschwander

Also present: Maria Johnson, Theresa Pax, Heidi Schmoltdt, Gary Koch, Cody Ingwell and Tammy Black

1. Herb Hanson called the meeting to order.
2. Public hearing for input on the use of funds for the Community Development Block Grant. Public hearing was posted with zoom link for public input.
 - a. Gary Koch, Admin of CDBG presented that this grant is funded by two grants, public facility and a closed grant. There must be two public hearings, the first hearing when the grant was applied for back in April 2000 and a second hearing during the course of construction, which is being held today, January 13, 2022. Gary verified this public hearing notice was published fifteen days prior to this hearing. Gary oversees and verifies that Green County is following federal guidelines with this grant. With the combined grants of over two million dollars, so far \$981,000 has been spent. There is an October 30th deadline and construction will be completed before this deadline.
 - b. Cody Ingwell and Tammy Black from Delta 3 Engineering Inc., presented that the construction is going well with eight interior bathrooms completed, currently installing another ten bathrooms and they are half way through the interior construction project. This phase of interior completion is approximately six to seven weeks out before some of the residents will return to their prior living quarters. The outside construction of the siding and window replacement is at 20-25% complete.
 - c. Maria Johnson stressed the importance of understanding how this will improve the quality of life of resident living conditions, such as residents now having control over their own bathroom instead of waiting for a shared bathroom space and having functioning windows with less noise from outside wind.
 - d. Herb Hanson closed the public hearing.
3. John Bernstein made a motion to approve the December meeting minutes, seconded by Gary Neuenschwander. The committee voted all in favor.
4. Maria Johnson presented the Operations Report.
 - a. Orientation Plan-Maria is meeting with each PV department supervisor to learn how each department functions and devising a plan for the department supervisors to educate Maria with more in-depth details. She is also orienting outside of facility with Green County department supervisors. Herb asked Maria that the committee be given monthly updates during this transition period.
 - b. COVID-19 Vaccination Policy and Vaccination Status-As of 12/1, fifty-six staff members needed to receive the 2nd vaccination or booster vaccination. As of today, all non-exempt staff have received the booster vaccination and only one staff has not due to exemption status. No complaints from staff about getting the booster. PV provided the opportunity for staff to go get booster during work time. Herb thanks the PV staff for their cooperation.

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- c. DQA Recertification Survey Results (11/30-12/3)-There were two separate surveys by the State, one is Clinical and the other is for Environmental/Life Safety Code. Both plans of correction for the clinical and life safety code citations have been accepted by the State.
 - d. Renovation Project: Phase 2 Update-Maria stated the construction is going well and workers are making good connections with PV staff. Recently PV learned Tammy Black, the current architect, is leaving Delta 3 Engineering, Inc. and is being replaced by a non-vaccinated person. Based upon PV's vaccination status, this will need to be resolved, finding another way to complete this job and to avoid undue burden on PV's Maintenance Supervisor.
 - e. O'Rourke Dementia Stabilization Unit- There are no shortages of referrals for this unit and PV has had one successful resident, however due to staffing issues PV is not currently accepting residents for this unit. PV will hire more night shift staff, working with other departments on needs from a clinical and environmental aspect and how to strengthen staff to provide services. The weekend of January 8, three more staff were trained to pass medication on this unit, which will also assist in providing needed services.
 - f. Census and Referrals-Beds are full and PV took in the last referral on January 12. Due to construction open beds are limited right now. There are eight residents to one staff person for AM/PM shifts, which is industry standard. Some rehab residents from hospitals but mainly long- term residents.
 - g. Recruitment and Retention-Hired two new full-time C.N.A.'s for AM/PM shifts, part-time C.N.A for weekends and night shift. Looking into the Youth Apprenticeship program that Cara Carper oversees with the Monroe School District to potentially expand the recruitment process. PV's Food Service Department has many long-term staff and a younger staff will be needed to replace future retirees. In addition to dietary services, PV offers Club 48, a café style lunch service open to staff, families and the public. Blackhawk Technical college may be an area of opportunity for interns to assist Club 48 with learning more culinary skills and further expand recruitment for PV.
5. First month plans for Administrator-Implementing a plan with the Director of Nursing to divide nursing staff into teams. All nursing staff had been reporting to the DON. Having the Nursing Care Coordinators (NCC's) take a leadership role and have teams will allow for better communication, staff will have a clear path of who their direct reporting manager will be. Maria is also working with Green County HR to set up training for the NCC's to give them training on how to be a good supervisor. Retention for PV will dependent on PV's ability to train, give guidance and support for employee growth and performance improvement.
 6. Financial Report:
 - a. Theresa Pax presented the November Financial report.
 - b. Theresa Pax presented the December bills for review and approval. Gary Neuenschwander made a motion to approve the December bills, seconded by Linda Boll. The committee voted all in favor.
 7. The next meeting will be held on February 10, 2021 at 10:00am, location TBD.
 8. John Bernstein made a motion to adjourn, seconded by Joan Rufenacht. The committee voted all in favor.