

Green County Committee Meeting

Pleasant View Nursing Home Oversight Committee Meeting Minutes **Location: Pleasant View Nursing Home – Community Room** **July 12, 2022**

Present were Linda Boll, Joan Rufenacht, Todd Larson, Paul Roemer, David Bristow
Also present: Maria B. Johnson, Theresa Pax, Jeremy Broge and Heidi Schmoltdt

1. Linda Boll called the meeting to order.
2. Approval of June 9, 2022, meeting minutes. Joan Rufenacht made a motion to approve the June 9, 2022, meeting minutes seconded by David Bristow. Committee voted all in favor.
3. Opening of sealed bids for main water loop and fire hydrant replacement-Jeremy Broge presented an estimated cost to complete this project for long term corrective action. The estimate is \$250,000. \$200,000 was originally quoted for the Government Services Building bond. The main water loop is to be replaced along with 9 fire hydrants. Jeremy Broge will obtain at least 3 sealed bids with options that will be presented at the next Oversight Committee meeting August 11, 2022. Joan Rufenacht made a motion to approve modification of RFP to include options for obtaining 3 sealed bids for the main water loop and fire hydrant replacement, seconded by Paul Roemer. Committee voted all in favor.
4. Operations Report
 - a. Renovation Project: Phase 2 update-Jeremy Broge informed the committee this renovation project is near completion with the final building inspection scheduled for July 20, 2022. Jeremy Broge stated the entire project is 3 ½ months ahead of schedule and \$300,000 under projections. This project has been a cost saving measure, specifically due to the new insulated windows. In the past 4 weeks the boilers have not being on or running due to the new windows keeping the building at temperature, which will now save on gas and electricity.
 - b. Census and Referrals-Current average census is at 68 and approximately 30 people on the waiting list.
 - c. O'Rourke Dementia Stabilization Unit-The DSU is scheduled to be open in August 2022 with press releases and marketing will be taking place. Staff will receive training on July 20, 2022. A Resident Care Coordinator will be hired. At this point, the most qualified applicant has training and experience with dementia and running CBRFs. This position will oversee the new DSU as well as the long-term care View unit with residents who have dementia.
 - d. Retention-During June 2022, 4 staff resigned. The last 2 students successfully completed the C.N.A. certification process and obtained their license. Pleasant View is going through the certification process to become a training facility and may collaborate with other training programs. On July 7th the Life Enrichment Department hosted a meet and greet for the public in order to recognize the new team, another avenue to work on retention among staff and connect with the community.
 - e. Recruitment-During June 2022, 8 new staff were hired and have gone through their training process.

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5. **Referendum timeline discussion-The current referendum is scheduled to end in 2024 so the next referendum will be on the April 2023 ballot. The ask will be \$790,000 annually, the same as it has been. Synqronus will assist in marketing this campaign.
6. Point Click Care: New Electronic Health Records-Currently Pleasant View utilizes American Data, which is comprised of several different companies, creating incompatibility with other programs and systems. The software is outdated, costly in order to use customer service for questions and an inefficient way of conducting daily health charting and business. Point Click Care is now the standard industry with having the technology and compatibility to work with many other systems and programs. A state-wide request for information was put out to vendors and most could not meet the needs. Data is being compiled to provide an overview of current system vs Point Click Care. This data will be presented to the committee at the next meeting in August.
7. Financial Report
 - a. Overview of PVNH financial position-Theresa provided current budget summary.
 - b. Theresa Pax presented the May Financial report.
 - c. Theresa Pax presented the June bills for review and approval. Paul Roemer made a motion to approve the June bills, seconded by Todd Larson. Committee voted all in favor.
8. Business by board members
 - a. In the last meeting the committee discussed conducting an administrator evaluation to provide the administrator feedback. Linda Boll inquired with Green County's Human Resources Director Delores Merrick of an evaluation policy and currently there is no such policy or standard and evaluations are based upon an organization's needs. Linda Boll will follow up with Delores Merrick to come to the next meeting to educate and discuss evaluations.
 - b. During June 2022, Pleasant View did not receive any exit interviews to share with the committee. July exit interviews will be presented in August
9. Next meeting Date: August 11, 2022, at 10:00 am
10. Joan Rufenacht made a motion to adjourn, seconded by David Bristow. Committee voted all in favor.