

Green County Committee Meeting

Pleasant View Nursing Home Oversight Committee Meeting Minutes

Location: PV Lower Level Conference Room

November 14, 2019

Present were Herb Hanson, Joan Rufenacht, Gary Neuenschwander, and Linda Boll. Excused was Jody Hoesly. Also present: Terry Snow and Theresa Pax. Herb Hanson called the meeting to order.

Operations Report

- Terry Snow presented two insurance policies for review. Linda Boll made a motion to reject the extension of the Nursing Home Liability Endorsement and the Personal Injury Extension Endorsement. Gary Neuenschwander seconded the motion. The committee voted all in favor.
- Terry Snow presented the year to date census report. Until recruitment of open positions are met, the number of admissions is reviewed and being limited. Sufficient staffing is essential to the care and service that is provided to those that are served.
- Since August 2019, 18 new employees have been hired, three of which are no longer employed. At present, five offers have been made with the next General Orientation scheduled for November 25 and 26.
- The HR department sends a report of exit interviews. A theme that has been noted is the need for more effective communication. Terry Snow shared that communication to staff that includes both discussions and listening is an ongoing goal. A review of where and why communication breaks down is under evaluation.

Financial Report:

- Theresa Pax discussed the change in signor for our bank accounts. Gary Neuenschwander made a motion that Theresa Pax be designation as the signor and that Cathy Putnam be removed as a signor. The motion was seconded by Joan Rufenacht. The committee voted all in favor.
- Theresa Pax presented the September Expense and Revenue Report.
- A review of the approved September bills was presented by Theresa Pax. Joan Rufenacht made a motion to approve the approval of the September bills. The motion was seconded by Gary Neuenschwander.
- Theresa Pax presented the October bills. Joan Rufenacht made a motion to approve the October bills, the motion was seconded by Linda Boll. The committee voted all in favor.

Joan Rufenacht made a motion to adjourn, seconded by Gary Neuenschwander. The committee voted all in favor.

The next meeting will be held on December 12, 2019 at 10:00am.