

Green County Committee Meeting

Pleasant View Nursing Home Oversight Committee Meeting Minutes

Location: PV Lower Level Conference Room

February 13, 2020

Present: were Herb Hanson, Joan Rufenacht, Gary Neuenschwander, Jody Hoesly and Linda Boll. Also present: Terry Snow and Theresa Pax.

Herb Hanson called the meeting to order.

Joan Rufenacht made a motion to approve the January meeting minutes, seconded by Gary Neuenschwander. The committee voted all in favor.

Operations Report provided by Terry Snow, Administrator

- Terry Snow reported that she and Cara Carper attending a training session in Madison regarding the Community Development Block Grant program and procedures for application. Jody Hoesly made a motion for the approval to proceed with the two grant applications and to move forward with the requirements with each of the grants. The motion was seconded by Joan Rufenacht. The committee voted all in favor.
- Terry Snow reported that recruitment has improved and HR is receiving applications and moving quickly to schedule interviews. Also, small steps are being taken to improve the "Onboarding Process." There are still more steps that would be helpful to initiate to further enhance the experience of new employees.
- The average occupancy is around 92 per day for 2020.
- The PV Marketing Committee is working with Synqronus and Fusin Fly to update and revise the website. There are new interactive postings being developed for Facebook.
- Terry will be in Madison next week meeting with Green County's representatives.
- The committee is supportive of forming a Community Advisory Group. Joan Rufenacht, Linda Boll and Gary Neuenschwander agreed to meet with Terry to discuss defining the purpose and who to consider inviting to this group.
- The Dementia Stabilization Committee meeting this month involved representatives from all four counties, DHS representatives and Pleasant View. Renovation has begun for this unit and an update was provided to the committee. The submission of the CBRF application will occur early March.
- A recommendation was made to add additional qualifications for the Coordinator position for the View Unit from that a Registered Nurse (Nurse Care Coordinator) to a Social Worker (Resident Care Coordinator). A staff nurse would continue to work on this unit. Dementia care services can equally be managed by a Social Worker. There would be no increase in FTEs and no financial impact as a result of the creation of this title. This is being proposed as an operational change in lead

Green County Committee Meeting

manager for one of the units. Gary Neuenschwander made a motion to eliminate one of the full time Nurse Care Coordinator positions and create a full time Resident Care Coordinator position. The motion was seconded by Jody Hoesly. The committee voted all in favor.

Financial Report provided by Theresa Pax, Business Office Manager

- Theresa Pax presented the December Expense and Revenue Report.
- Theresa Pax presented a Write Off Report of claims that have not been collected. Jody Hoesly made a motion to approve the write off amount of \$65,319.34. Gary Neuenschwander seconded the motion. The committee voted all in favor.
- The December bills were reviewed and approved by Joan Rufenacht and Gary Neuenschwander. The committee reviewed the bills. Joan Rufenacht made a motion to approve the January bills, seconded by Gary Neuenschwander. The committee voted all in favor.
- January bills were presented. Linda Boll made a motion to approve the January bills, seconded by Joan Rufenacht. The committee voted all in favor.

Her Hanson adjourned the meeting.

The next meeting will be held on March 12, 2020 at 10:00am