



## Memorandum

**To:** Lakeland Health Care Center Board of Trustees

**Cc:** Mark Lubberda, County Administrator

**From:** Carlo Nevicosi, Director – Health and Human Services/Superintendent of County Institutions

**Date:** January 13, 2022

**RE:** December 15, 2021 LHCC Board of Trustees Meeting

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The Lakeland Health Care Center Board of Trustees meeting agenda includes the following items:

- Resolution No. \*\*-02/22 Accepting Lakeland Health Care Center ARPA Rural Funding We will be seeking the Board's approval to accept an award of \$131,088.7 for a grant we applied for in October. This item also appears on the January Finance Committee agenda.
- COVID-19 Update We will present an update on the status of COVID-19 cases, vaccination status and the impact of vaccination mandates.
- Business Activities Report The monthly business activities report is included in your packet for review.
- Worker's Compensation Report As a follow up to last month's meeting, we are providing you with more data as it relates to our Worker's Compensation claims.
- 2021 2<sup>nd</sup> Half Write Off Report These are included in your packet and we will be discussing specific details of the write-offs and seeking approval of the report.

Lakeland Health Care Center

# DRAFT

**Walworth County Board of Supervisors  
Lakeland Health Care Center Board of Trustees Meeting Minutes  
Wednesday, December 15, 2021  
Walworth County Government Center, County Board Room 114  
100 West Walworth Street, Elkhorn, Wisconsin**

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Chair Kenneth Monroe called the meeting to order at 1:00 p.m.

Roll call was conducted and the following members were present, either in person or by remote attendance: Chair Kenneth Monroe; Vice Chair Kathy Ingersoll; Supervisors Brain Holt, Ryan G. Simons, and Joseph H. Schaefer. A quorum was declared.

## **Others in Attendance**

County Staff: Walworth County Administrator Mark W. Luberd; Superintendent of County Institutions Carlo Nevicosi; Nursing Home Administrator Denise Johnson; and Lakeland Health Care Center Recreation Department Staff Lynn Kasper.

**On motion by Vice Chair Ingersoll, second by Supervisor Simons, the agenda was approved with no withdrawals.**

**On motion by Supervisor Schaefer, second by Supervisor Simons, the November 17, 2021 Lakeland Health Care Center Board of Trustees meeting minutes were approved.**

**Public Comment** – There was none.

## **New business**

7a. Resolution No. \*\*-01/22 Accepting Lakeland Health Care Center ARPA Rural Funding

Superintendent of County Institutions Carlo Nevicosi stated that in 2020 Lakeland Health Care Center (LHCC) received \$529,000 in funding, and this year was awarded \$879,000. Nevicosi reported the funds will be used toward increased expenses, such as: staff costs, overtime, paid premiums, supplies, and Personal Protective Equipment (PPE); and also to offset losses. **Vice Chair Ingersoll offered a motion, second by Supervisor Simons, to accept Lakeland Health Care Center ARPA Rural Funding. Motion carried 5-0.**

## **Reports**

8a. Therapeutic Recreation Presentation

Therapeutic Recreation Department Staff Lynn Kasper gave the presentation: Therapeutic Recreation – Lakeland Health Care Center included on Pages 8-15 of the packet; highlighting:

- Independent Pursuits
- Fun & Games
- Memorial Service
- Staff Involvement
- Special Events

8b.COVID-19 Update

Nursing Home Administrator Denise Johnson referred to and briefly summarized her Memorandum included on Page 12 of the packet; reporting there were zero positive COVID-19 occurrences in November, and that the vaccine mandate discussed last month was blocked by a federal judge on November 30. She cautioned that LHCC continues to limit admissions due to the uncertainty as to when and if the mandate may be reinstated.

8c. Business Activities Report

Johnson reviewed the Nursing Home Administrators Report – October 2021 included in the packet (Pages 13-14); noting there were zero worker's compensation claims and/or injuries. Chair Monroe inquired as to the accuracy of the total overtime dollars reported for October; citing the hours worked increased from September, but the cost decreased. Johnson affirmed those numbers were suspect and she would get clarification.

Supervisor Schaefer voiced concerns over the significant increase in Lost Time Hours relative to Worker's Compensation. Nevicosi recommended the topic be agendaized for the next meeting to provide a detailed report to the Board.

8d. Hiring Update

Nevicosi referenced the Nursing Department Vacancies report that was distributed at the meeting; stating Certified Nursing Assistant (CAN) vacancies increased, which is reflective of the health care industry overall. Nevicosi reiterated that LHCC is limiting admissions to ensure the proper level of care for residents. Johnson shared that LHCC will hold another CNA training course in January in an effort to certify new CNAs. Nevicosi also stated that Human Resources will increase their assistance with LHCC recruitment in 2022. County Administrator Mark W. Luberda stated that the instruction to limit admissions and lower census numbers is coming directly from himself.

### **Correspondence**

9a. Gary Wagner's December 2, 2021 E-Mail

Nevicosi referenced Gary Wagner's letter included on Page 15 of the packet; noting Wagner is unhappy with the daily rate increase for 2022. Nevicosi cited the significant cost increases the nursing home has suffered; such as raising pay rates for staff and substantial increases in food costs. Nevicosi stated he will speak with Wagner personally, the next time he sees him at LHCC, sharing that the goal is to make the nursing home as affordable as possible without asking the Walworth County tax payers for an increase in tax levy more than has been requested in previous years. Discussion ensued.

**Announcements** – There were none.

**Upcoming Events** – There was none.

**Confirmation of next meeting date and time:** The next meeting was confirmed for Wednesday, January 19, 2022 at 1:00 p.m.

### **Adjournment**

**On motion and second by Supervisor Simons and Supervisor Schaefer, Chair Monroe adjourned the meeting at 1:30 p.m.**

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Submitted by Jennifer Stinnett, Administrative Assistant. Meeting minutes are not considered final until approved by the Lakeland Healthcare Center Board of Trustees at the next regularly scheduled meeting.

**Resolution No. XX-02/22**  
**Accepting Lakeland Health Care Center Provider Relief Fund Phase 4 Funding**

1 Moved/Sponsored by the Finance Committee

2  
3 **WHEREAS**, the U.S. Department of Health and Human Services, through the Health Resources  
4 and Services Administration (HRSA) is offering \$25.5 billion in COVID-19 provider relief  
5 funding; and,

6  
7 **WHEREAS**, this funding opportunity offers qualifying entities an opportunity to replace  
8 revenue losses and cover increased expenses due to the COVID-19 pandemic; and,

9  
10 **WHEREAS**, HRSA has indicated that they will provide additional communication regarding  
11 allowable expenses; and,

12  
13 **WHEREAS**, Lakeland Health Care Center, as a rural, skilled nursing facility that accepts  
14 Medicaid and Medicare qualifies for Provider Relief Funds; and,

15  
16 **WHEREAS**, at the October 20, 2021 meeting of the Lakeland Health Care Center Board of  
17 Trustees, LHCC was granted approval to apply for Provider Relief Fund Phase 4 Funding; and,

18  
19 **WHEREAS**, on December 16, 2021, HRSA notified Lakeland Health Care Center of eligibility  
20 for \$131,088.72 in Phase 4 funding; and,

21  
22 **WHEREAS**, LHCC plans to use the funding for staff costs, overtime, pay premiums, supplies,  
23 personal protective equipment, and other equipment necessary to mitigate the impact of the  
24 COVID-19 pandemic.

25  
26 **NOW, THEREFORE, BE IT RESOLVED** that the Walworth County Board of Supervisors  
27 directs the County Administrator and Health and Human Services Director/Superintendent of  
28 County Institutions to accept the funds, agree to the terms and conditions, and submit requested  
29 reimbursement documentation.

30  
31 \_\_\_\_\_  
32 Nancy Russell  
33 County Board Chair

\_\_\_\_\_   
Kimberly S. Bushey  
County Clerk

34  
35 County Board Meeting Date: February 8, 2022

36  
37 Action Required:    Majority Vote   X      Two-thirds Vote \_\_\_\_\_    Other \_\_\_\_\_

Policy and Fiscal Note is attached.

Reviewed and approved pursuant to Section 2-91 of the Walworth County Code of Ordinances:

\_\_\_\_\_  
Michael P. Cotter                      Date  
Corporation Counsel

\_\_\_\_\_  
Jessica Conley                      Date  
Finance Director

\_\_\_\_\_  
Mark W. Luberda                      Date  
County Administrator

If unsigned, exceptions shall be so noted by the County Administrator.





# Memorandum

**To:** Lakeland Health Care Center Board of Trustees  
**Cc:** Mark W. Luberda, County Administrator  
**From:** Denise Johnson, NHA  
**Date:** January 10, 2022  
**RE:** COVID-19 UPDATE

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Lakeland Health Care Center

In the month of December, zero Lakeland Health Care Center residents tested positive for COVID-19 while three staff tested positive. Per our outbreak protocol, all residents who were in contact with these staff were tested twice (and tested negative). At the time of this writing, 74.5% of LHCC staff and 98% of residents have been vaccinated. We continue working with the Public Health Department to administer boosters to residents and eligible employees.

On December 16, 2021, the Fifth Circuit Court of Appeals reversed the nationwide block on the Biden Administration's COVID-19 vaccine mandate for health care entities. The ruling reinstated the mandate in 26 states, including Wisconsin, effectively bringing the mandate back into effect for LHCC. We chose an implementation date of January 7, 2022 for staff to receive at least a first dose of vaccine or to have a Human Resources-approved exemption. In the weeks leading up to our implementation date, we have seen high levels of compliance with the vast majority of staff choosing to either complete their vaccinations or seek an exemption for medical or religious reasons.

We received further mandate clarification from the Centers for Medicare and Medicaid Services (CMS) on December 28, 2021. The communication from CMS advised state survey agencies (the Department of Health Services in Wisconsin) that they are to begin enforcing the vaccine mandate when conducting facility surveys. Full compliance includes having policies and procedures completed and implemented and 100% of non-exempt staff be vaccinated. The Department of Health Services has not completed a comprehensive survey for LHCC since March 2021. LHCC is long overdue for a survey and these typically occur with little warning from the Department of Health Services.

Lakeland Health Care Center - Walworth County  
Nursing Home Administrator's Report - November 2021

Worker's Compensation	January	February	March	April	May	June	July	August	September	October	November	December	Year to Date	Prior Year
Injuries	1	2	3	0	1	0	3	1	3	0	1		15	10
Claims Filed	1	2	3	0	1	0	3	1	3	0	1		15	10
Lost Time Hours	144.00	163.50	391.00	0.00	0.00	0.00	1.75	0.00	67.25	0.00	0.00		768	40.00

Worker's Compensation-Yearly totals	
2021	\$ 89,080.83
2020	\$ 40,342.92
2019	\$ 70,076.18
Grand Totals Transactions	\$ 199,499.93

Overtime Costs	January	February	March	April	May	June	July	August	September	October	November	December	Year to Date	Prior Year
CNAs/CMAs	\$ 4,557	\$ 4,669	\$ 11,895	\$ 6,511	\$ 5,734	\$ 6,348	\$ 6,332	\$ 12,688	\$ 8,112	\$ 10,186	\$ 8,157		\$ 85,189	\$ 70,350
RNs	\$ 6,328	\$ 4,367	\$ 7,372	\$ 3,796	\$ 4,956	\$ 3,708	\$ 6,156	\$ 8,910	\$ 8,800	\$ 7,478	\$ 3,753		\$ 65,625	\$ 79,876
LPN	\$ 3,330	\$ 3,324	\$ 6,900	\$ 4,194	\$ 2,908	\$ 3,941	\$ 3,649	\$ 3,664	\$ 3,321	\$ 3,040	\$ 2,370		\$ 40,642	\$ 38,402
All Other	\$ 5,023	\$ 2,935	\$ 6,742	\$ 6,297	\$ 5,247	\$ 5,183	\$ 5,703	\$ 6,006	\$ 6,500	\$ 5,661	\$ 6,129		\$ 61,426	\$ 42,894
Total	\$ 19,237	\$ 15,295	\$ 32,909	\$ 20,798	\$ 18,846	\$ 19,180	\$ 21,841	\$ 31,269	\$ 26,734	\$ 26,365	\$ 20,408	\$ -	\$ 252,882	\$ 231,522

CNAs/CMAs	January	February	March	April	May	June	July	August	September	October	November	December	Year to Date	Prior Year
Overtime Hours	63.50	65.00	82.25	50.00	16.41	34.50	79.50	88.75	50.75	119.50	99.50		749.66	1,004.75
Call Ins	54	37	51	32	46	48	41	46	49	42	41		487.00	527
Mandatory Hours	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00

Licensed Staff	January	February	March	April	May	June	July	August	September	October	November	December	Year to Date	Prior Year
Overtime Hours	186.50	204.75	214.50	169.75	171.25	60.25	246.75	192.75	231.00	218.50	120.25		2,016.25	2,346.00
Call Ins	5	10	4	10	8	13	7	13	6	4	8		88.00	86.00
Mandatory Addtl Hours	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0	20.00

Resident Census	January	February	March	April	May	June	July	August	September	October	November	December	Year to Date	Prior Year
Admissions	13	28	25	12	24	19	21	21	10	5	4		182	146
Discharges/Death	11	18	26	17	19	21	18	16	15	11	9		181	158
Referrals	22	80	88	49	75	84	104	113	100	95	90		900	737
Average Resident Census	70.00	79.00	83.00	78.00	82.00	82.00	83.00	86.00	87.00	79.00	75.00		80.36	83.58
Percent of Capacity (90)	77.78%	87.78%	92.22%	86.67%	91.11%	91.11%	92.22%	95.56%	96.67%	87.78%	83.33%		89.29%	92.87%

Patient Payor Mix	January	February	March	April	May	June	July	August	September	October	November	December	Year to Date	Prior Year
Medicaid	54.73%	51.35%	50.20%	56.06%	52.80%	53.37%	53.92%	54.27%	54.60%	54.50%	55.00%		53.71%	65.10%
Medicare	21.99%	26.60%	21.80%	16.25%	17.90%	21.62%	20.98%	25.30%	19.95%	18.90%	17.90%		20.84%	12.98%
Private Pay	23.28%	22.05%	28.00%	27.69%	29.30%	25.01%	25.10%	20.43%	25.45%	26.60%	27.10%		25.46%	21.92%
Total	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%		100.00%	100.00%

Aging Balances	January	February	March	April	May	June	July	August	September	October	November	December	Year to Date	Prior Year
Current	\$ 461,053.09	\$ 513,147.30	\$ 583,577.34	\$ 437,589.23	\$ 497,225.42	\$ 494,127.92	\$ 468,151.40	\$ 481,509.84	\$ 481,138.08	\$ 387,463.01	\$ 390,429.47		\$ 4,111,101.11	\$ 4,111,101.11
30 Days	\$ 96,506.83	\$ 138,746.91	\$ 127,818.80	\$ 189,620.82	\$ 93,488.69	\$ 96,583.99	\$ 66,625.40	\$ 114,416.77	\$ 71,805.78	\$ 84,795.84	\$ 107,508.87		\$ 1,160,656.05	\$ 1,160,656.05
60 Days	\$ 30,630.03	\$ 19,314.90	\$ 31,258.35	\$ 15,010.41	\$ 49,941.59	\$ 23,447.50	\$ 6,934.66	\$ 12,217.98	\$ 38,222.83	\$ 107,509.00	\$ 32,690.89		\$ 303,500.91	\$ 303,500.91
90+ Days	\$ 302,889.96	\$ 292,213.33	\$ 265,598.59	\$ 284,794.21	\$ 270,311.05	\$ 262,844.50	\$ 264,298.50	\$ 253,718.66	\$ 240,646.85	\$ 258,858.97	\$ 309,948.84		\$ 3,012,542.24	\$ 3,012,542.24
<b>Total Aging Balance</b>	<b>\$ 891,079.91</b>	<b>\$ 963,422.44</b>	<b>\$ 1,008,253.08</b>	<b>\$ 927,014.67</b>	<b>\$ 910,966.75</b>	<b>\$ 877,003.91</b>	<b>\$ 806,009.96</b>	<b>\$ 861,863.25</b>	<b>\$ 831,813.54</b>	<b>\$ 838,626.82</b>	<b>\$ 840,578.07</b>		<b>\$ 9,035,123.31</b>	<b>\$ 9,035,123.31</b>

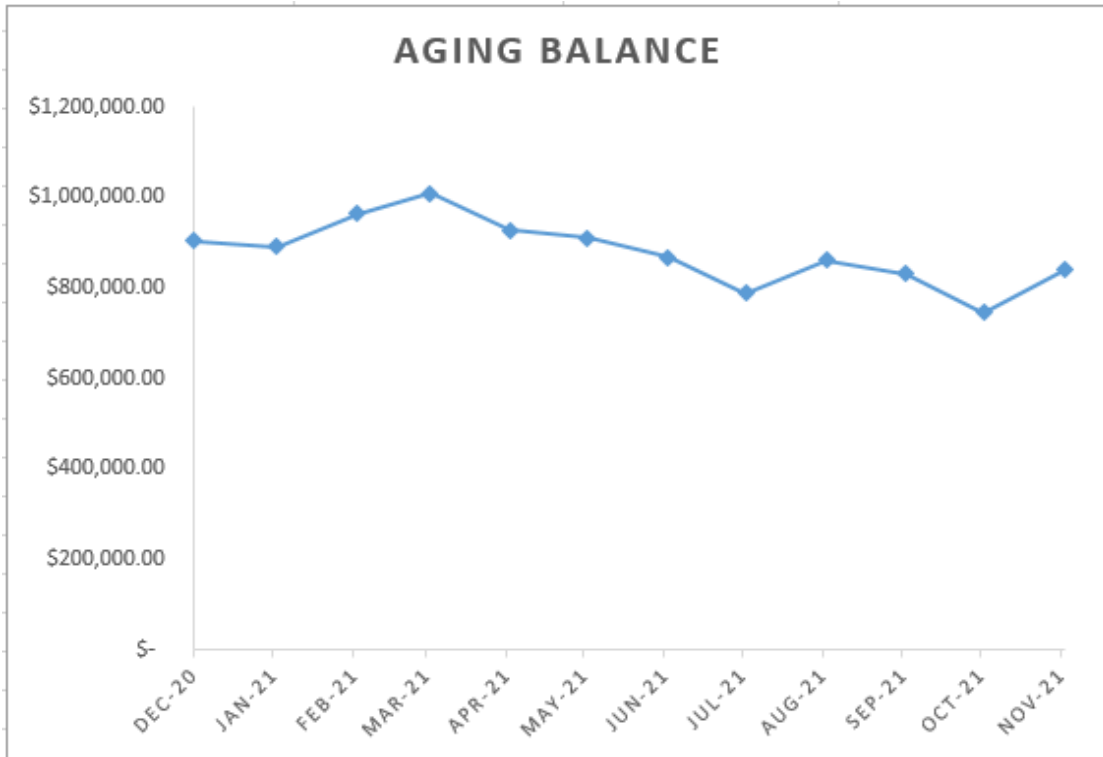
Resident Accounts 90+ Past Due Over \$30,000	January	February	March	April	May	June	July	August	September	October	November	December	Year to Date	Prior Year
Resident F	\$ 166,818.50	\$ 166,808.51	\$ 166,036.28	\$ 166,026.28	\$ 164,548.78	\$ 164,538.80	\$ 162,417.30	\$ 162,407.30	\$ 159,788.65	\$ 159,785.70	\$ 159,492.20		\$ 1,684,338.41	\$ 1,684,338.41
Resident I	\$ 47,307.45	\$ 47,307.45	\$ 46,438.69	\$ 46,438.69	\$ 45,729.11	\$ 45,729.11	\$ 44,634.99	\$ 44,634.99	\$ 44,175.97	\$ 44,175.97	\$ 44,175.97		\$ 473,074.45	\$ 473,074.45
Resident L	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00		\$ 310,000.00	\$ 310,000.00
Total	275,970.53	245,115.96	243,474.97	243,464.97	241,277.89	241,267.91	238,052.29	238,042.29	234,964.62	234,961.67	234,668.17		\$ 2,467,412.86	\$ 2,467,412.86

Star Rating - Overall Health Insp. 5 Star Staffing 4 Star Quality Measures 5 Star

Open Senior Management Positions

**Lakeland Health Care Center - Walworth County**  
**Total Aging by Pay Source**

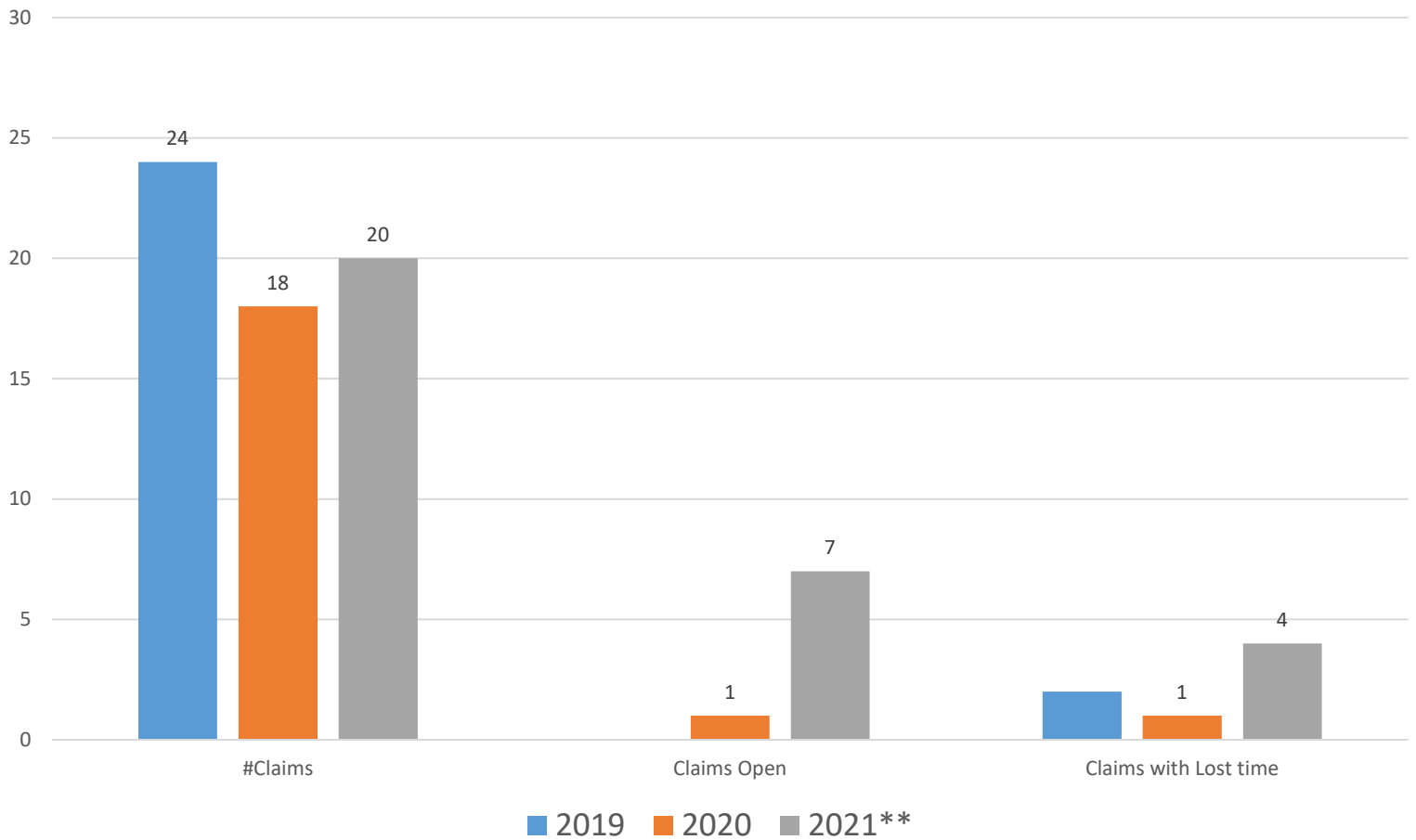
Month	Aging Balance	Inc/(Dec) Prior Month	Write-Offs
Dec-20	\$ 903,512.31	\$ (511,948.87)	\$ (458,519.69)
Jan-21	\$ 891,079.91	\$ (12,432.40)	\$ -
Feb-21	\$ 963,422.44	\$ 72,342.53	\$ -
Mar-21	\$ 1,008,253.09	\$ 44,830.65	\$ -
Apr-21	\$ 927,014.67	\$ (81,238.42)	\$ -
May-21	\$ 910,966.75	\$ (16,047.92)	\$ -
Jun-21	\$ 866,773.97	\$ (44,192.78)	\$ -
Jul-21	\$ 787,311.51	\$ (79,462.46)	\$ (5,469.91)
Aug-21	\$ 861,863.25	\$ 74,551.74	\$ -
Sep-21	\$ 831,813.54	\$ (30,049.71)	\$ -
Oct-21	\$ 746,442.10	\$ (85,371.44)	\$ -
Nov-21	\$ 840,578.07	\$ 94,135.97	\$ -



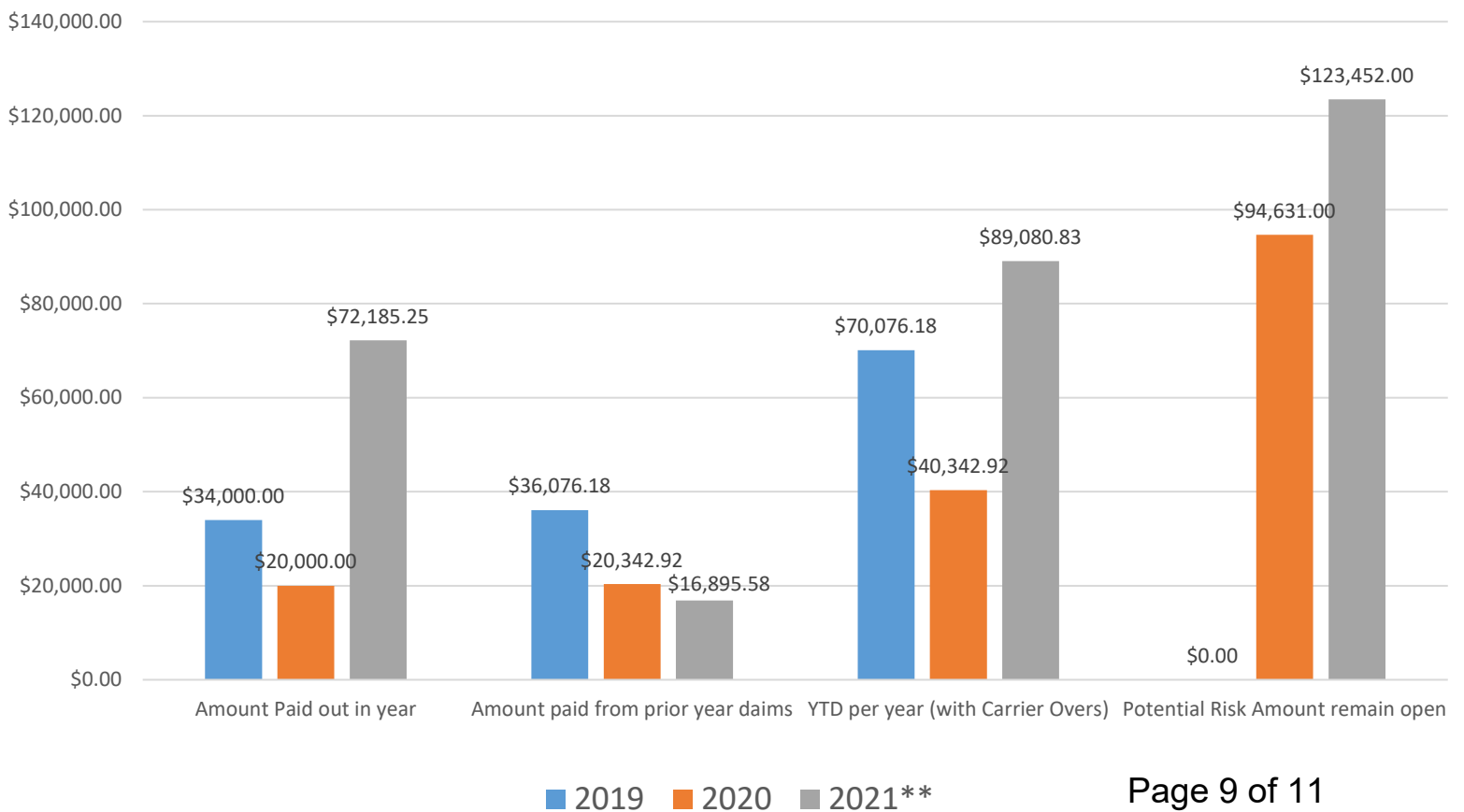
Graph is now only showing data for a 12 month rolling period.



### Worker's Compensation Data (2019 -November 2021\*\* - Injury Data



### Workers Compensation Data (2019 - November 2021\*\* - Financial Data





## Memorandum

Lakeland Health Care Center

W I S C O N S I N

**To:** Lakeland Health Care Center Board of Trustees  
**From:** Patty Mohorich, LHCC Business Office Manager  
**Date:** January 3<sup>rd</sup> 2022  
**RE:** LHCC 2<sup>nd</sup> Half 2021 Write-offs

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Included in your packet is the list of uncollectible revenues that we are requesting approval to write off for the second half of 2021, July – December 2021. We are seeking to write off \$1156.30 in uncollectible revenues. We do not foresee any possibility of collection on these accounts. The Business Office has been working with Corporation Counsel when accounts become 60 days past due. The minimal amount of write offs for the first half of 2021 demonstrates the significant progress that LHCC has made toward eliminating delinquent, uncollectible accounts this past year.

We have two accounts that Lakeland Health Care Center is requesting your approval to write off are for residents who have passed and have no estate to collect on. One write off is from a 2019 balance and the other balance is from 2021. We have received write off approvals from the attorneys assigned to each case.

