

**Walworth County Board of Supervisors
Lakeland Health Care Center Board of Trustees Meeting Minutes
Wednesday, February 20, 2019
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

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

Roll call was conducted. Members present included Chair Ken Monroe, Vice Chair Tim Brellenthin, and Supervisors William Norem and Charlene Staples. Supervisor Kathy Ingersoll was absent. A quorum was declared.

Others in attendance:

County staff: County Administrator David Bretl; Lakeland Health Care Center (LHCC) Administrator Timothy Peek; LHCC Assistant Administrator Taya Walk; LHCC Social Worker Mary Stenzl; Human Resources Director Dale Wilson; and Deputy County Administrator-Finance Nicki Andersen

Supervisor Staples made a motion, seconded by Supervisor Norem, to approve the agenda as presented. Motion carried by voice vote.

On motion by Supervisor Norem, seconded by Vice Chair Brellenthin, the minutes of the January 16, 2019 Board of Trustees meeting were approved by voice vote.

Public Comment – There was none.

New Business

- Discussion and possible action for Application for Department of Health Services Civil Money Penalty (CMP) grant

LHCC Assistant Administrator Taya Walk said the Wisconsin Department of Health Services has a Civil Money Penalty Grant available for up to \$15,000. Walk said in order to decrease loneliness and isolation and promote more resident-centered activity, LHCC would use the grant funds toward the purchase of a virtual reality system. The system would allow residents to interact with animals, visit sites from their youth, etc. Eventually, LHCC staff plans to partner with Lakeland School to develop an intergenerational program. Monthly costs for the system would be approximately \$200-\$300, which includes the equipment and training. If the grant is awarded, staff proposes a two-year contract. **Supervisor Norem made a motion, seconded by Supervisor Staples, to authorize staff to apply for the Civil Money Penalty grant. Motion carried 4-0.**

Reports

- Report of Department Head concerning January 2019 Business Activities
- LHCC Administrator Timothy Peek summarized the January 2019 report. He noted there were only 48 mandated hours in the month of January, and only eight hours this month to date. Aging balances decreased, and the largest portion is old accounts. Supervisor Staples expressed concern that the resident census is down and asked if that was a result of staffing issues. Peek said pool positions for second and third shift have been reopened, and they are recruiting former LHCC employees. The shift differential on weekends and second shift should assist in recruiting quality employees. The Director of Nursing position is still open; they made an offer to an individual who declined the position. Patricia Brown of Pathways is acting Director. Peek is working with Human Resources to utilize more job search engines to attract candidates. **Supervisor Norem made a motion, seconded by Supervisor Staples, to approve the report. Motion carried 4-0.**

- **Update Nurse Call System**

The contract for the Nurse Call System has been approved, and will be submitted to the Department of Health Services (DHS) for review. DHS will most likely perform a site visit to review the plans. Peek said the new system will show call lights above individual rooms, as opposed to the current system where lights only show in the nurses' station and the CNA nook. Lights will also show on employee phones, which also will serve as walkie talkies for communication between CNAs and nursing staff. The call lights will connect into the alarm system and there are pendants to attach to residents for enhanced safety. The system includes the capability for future upgrades.

- **Update Egress Lighting**

Peek said the specifications as to candlelighting were correct and the typographical error did not affect the cost of the proposal. Installation of the egress lighting will occur after the spring thaw.

- **Transition/Discharge to Reduced Care Setting (Safe Discharges), Mary Stenzl, Director Social Worker** Mary Stenzl said she works with short-term residents at admission and throughout their stay. Discharge planning starts almost as soon as the resident is admitted to ensure a smooth and safe transition to home. She gave an overview of the discharge process, which includes the reasons for discharge from the facility, the regulations governing discharge policy, services provided at time of discharge, at-risk discharges, at-home services and follow-up and risk mitigation after discharge.

Correspondence – There was none.

Announcements – Peek will continue to provide advance information to the Board on upcoming events.

Upcoming Events – The list of upcoming events at LHCC was included with the agenda packet.

Confirmation of next meeting: The next regular business meeting was confirmed for Wednesday, March 20, 2019 at 1:00 p.m.

Adjournment

On motion by Vice Chair Brellenthin, seconded by Supervisor Staples, Chair Monroe adjourned the meeting at 1:34 p.m.