

**Walworth County Board of Supervisors  
Lakeland Health Care Center Board of Trustees Meeting Minutes  
Wednesday, April 26, 2023  
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: Chair Kenneth Monroe; Vice-Chair Kathy Ingersoll; Supervisors Brian Holt, and Joseph H. Schaefer. Ryan G. Simons was absent. A quorum was declared.

**Others in Attendance**

County Staff: Walworth County Administrator Mark W. Luberda; Director-Health and Human Services/Superintendent of County Institutions Carlo Nevicosi; and Lakeland Health Care Center Administrator Denise Johnson, Business Office Manager Patty Mohorich, and HHS/LHCC Administrative Manager Alicia VanDyke.

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

**On motion by Supervisor Holt, second by Vice-Chair Ingersoll, the March 22, 2023 Lakeland Health Care Center Board of Trustees meeting minutes were approved.**

**Public Comment** – There was none.

**New Business**

7a. Business Office Presentation and 2022 Year End Financial Report

Lakeland Health Care Center (LHCC) Business Office Manager and Health and Human Services/LHCC Administrative manager Alicia VanDyke gave a brief presentation of the LHCC Business Office 2022 Year End Financial Report (Pages 20-15), which provided detailed information on the 2022 financials, 2022 accomplishments and the 2023 goals and objectives.

Carlo Nevicosi spoke briefly about the questions raised in the connection with the large return and noted some decisions need to be made relative potentially adjusting the payer mix, reducing the levy, finding strategic investments, and dedicating more resources toward education and training staff. He then advised the Board members not to expect another large return for next year. Nevicosi requested the Board's acceptance of the report.

**Supervisor Holt offered a motion, second by Supervisor Schaefer, to approve 2022 Year End Financial Report. Motion carried 4-0.**

**Reports**

8a. Assistant Director of Nursing Update

Nursing Home Administrator Denise Johnson summarized her Memorandum on Page 11 regarding the resignation of Assistant Director of Nursing (ADON), Lena Sherry. Carrie Albert, the current RN Mentor/Trainer, has accepted this position. The interview process will begin for the RN Mentor/Trainer position as early as next week.

8b. Business Activity Report

Johnson reviewed the Nursing Home Administrator's Report – February 2023 included in the packet (Pages 12-13); summarizing worker's compensation, over-time, call-ins, average daily census, and aging balances.

8c. Hiring Update

Johnson reviewed the Nursing Department Vacancies Report on Page 14 of the packet. Johnson shared the following positions were hired in March: Two Resident Assistants (RA), and Two Certified Nursing Assistants (CNA). Johnson spoke about how the hiring process for Registered Nurses (RN) and Licensed Practical Nurses (LPN) is more difficult to recruit due to the fact the positions are part-time.

8d. COVID Update

Johnson referred to and briefly detailed her Memorandum included in the packet (Page 15).

**Correspondence –**

Johnson spoke about a letter received on April 19<sup>th</sup> from Gary Wagner, a family member of a resident who went to the Senior Prom, *Under the Stars*, praising the event, and thanking everyone for their effort. Johnson said it was a very positive and enjoyable event which was shared on the Walworth County Government Facebook page.

**Announcements –** There were none.

**Upcoming Events –**

Johnson announced that May is celebrating Nurses and Nursing Home Week for all. The theme this year is *Cultivating Kindness*. There will be activities and food for residents and staff.

**Confirmation of next meeting date and time:** The next meeting was confirmed for Wednesday, May 17, 2023 at 1:00 p.m.

**Adjournment**

**On motion and second by Supervisor Holt and Supervisor Schaefer, Chair Monroe adjourned the meeting at 1:26 p.m.**

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Submitted by Kathleen Aukland, Administrative Assistant. Meeting minutes approved by the Lakeland Healthcare Center Board of Trustees at the May 17, 2023 meeting.