

**Walworth County Board of Supervisors
Lakeland Health Care Center Board of Trustees Meeting Minutes
Wednesday, April 27, 2022
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

Director-Health and Human Services (HHS)/Superintendent of County Institutions Carlo Nevicosi called the meeting to order at 1:00 p.m.

Roll call was conducted and the following Supervisors were present: Brian Holt, Kathy Ingersoll, Kenneth H. Monroe, Joseph H. Schaefer, and Ryan G. Simons. A quorum was declared.

Others in Attendance

County Staff: Walworth County Administrator Mark W. Luberda; Director-HHS/Superintendent of County Institutions Carlo Nevicosi; Nursing Home Administrator Denise Johnson; Lakeland Health Care Center (LHCC) Administrative Services Manager Alicia Van Dyke; and LHCC Business Office Manager Patty Mohorich.

On motion by Supervisor Schaefer, second by Supervisor Holt, the agenda was approved with no withdrawals.

On motion by Supervisor Monroe, second by Supervisor Holt, the March 16, 2022 Lakeland Health Care Center Board of Trustees meeting minutes were approved.

Public Comment – There was none.

Special Order of Business

7a. Nomination and Election of Committee Chairperson of Lakeland Health Care Center Board of Trustees
Nevicosi announced that nominations for Lakeland Health Care Center (LHCC) Board of Trustees Chairperson were open. **On motion by Supervisor Holt, second by Supervisor Ingersoll, Kenneth Monroe was nominated for LHCC Chairperson.** Nevicosi asked if there were any other nominations. Hearing none, **Supervisor Holt offered a motion, second by Supervisor Schaefer, to close nominations and cast a unanimous ballot for Kenneth Monroe as Chair. Motion carried 5-0.**

7b. Nomination and Election of Committee Vice-Chairperson of Lakeland Health Care Center Board of Trustees
Nevicosi announced that nominations for LHCC Board of Trustees Vice-Chairperson were open. **On motion by Supervisor Holt, second by Supervisor Schaefer, Kathy Ingersoll was nominated for LHCC Vice-Chairperson.** Nevicosi asked if there were any other nominations. Hearing none, **on motion by Supervisor Schaefer, second by Supervisor Holt nominations were closed. Motion carried 5-0. Supervisor Holt offered a motion, second by Supervisor Simons, to elect Kathy Ingersoll as Vice-Chair. Motion carried 5-0.**

7c. Role of the Lakeland Health Care Center Board of Trustees
Nevicosi provided an overview of the information included in the meeting packet (Pages 4-79.)

New business

8a. Business Office/Year End 2021 Presentation

LHCC Administrative Services manager Alicia Van Dyke and Business Office Manager Patty Mohorich collaboratively presented Lakeland Health Care Center Business Office (Pages 80-84); highlighting:

- | | |
|--------------------------------|-----------------------------|
| – Business Office Staff | – 2021 Year End Financials |
| – Business Office Functions | – 2021 Accomplishments |
| – Average Billing Rates | – 2022 Goals and Objectives |
| – Revenue to Census Comparison | |

Discussion ensued relative to staffing and LHCC resident census.

8b. Lakeland Health Care Center 2021 Year End Net Position

Nevicosi referred to and briefly detailed Director-Finance Jessica Conley's Memorandum included on Page 85 of the packet, along with his Memorandum, that was distributed that the meeting.

Walworth County Administrator Mark W. Luberda clarified that the funds being set aside are not an appropriation; if ever the funds are needed, staff will need LHCC Board authority and/or direction to proceed.

- i. Ordinance **-05/22 Amending Section 30-181 of the Walworth County Code of Ordinances Relating to Creation of a Lakeland Health Care Center Pandemic/Transition Net Position Allowance

Supervisor Holt offered a motion, second by Supervisor Schaefer, to approve the ordinance Amending Section 30-181 of the Walworth County Code of Ordinances Relating to Creation of a Lakeland Health Care Center Pandemic/Transition Net Position Allowance. Motion carried 5-0.

- ii. Resolution **-05/22 Authorizing Internal Allowances for Lakeland Health Care Center Available Net Position

Supervisor Holt offered a motion, second by Supervisor Schaefer, to approve the resolution Authorizing Internal Allowances for Lakeland Health Care Center Available Net Position. Motion carried 5-0.

Reports

9a. COVID-19 Update

Nursing Home Administrator Denise Johnson summarized her Memorandum included in the packet (Page 93.)

9b. Survey Follow-Up

Johnson referenced her Memorandum on Page 94 of the packet relative to the Survey results reported in March.

9c. Business Activities Report

Johnson reviewed the Nursing Home Administrator's Report – thru February 2022 included in the packet (Pages 95-96); noting two Worker's Compensation injuries were filed in February with no work time being lost. Johnson shared that Corporation Counsel has been working on resolving the Resident L balance (Resident Account 90+ Past Due Over \$30,000) and she expects a payoff will be distributed, and it will likely be more than the amount reported as the nursing home had written off some of the balance.

9d. Hiring Report/Vacancy Report

Johnson referenced the Nursing Department Vacancies Report on Page 97; stating there are a total of 19 Certified Nursing Assistant (CNA) vacancies at this time. She cited the vast number of open positions as the reason to decrease census at LHCC. Johnson highlighted that four CNAs were hired out of the Crisis Aide Program Training, held in March, and she is hopeful to complete one more training class before the program waiver ends in June. Johnson then explained the process for gradually increasing resident census as vacant CNA positions are filled.

Correspondence – There was none.

Announcements – There were none.

Upcoming Events – There was none.

Confirmation of next meeting date and time: The next meeting was confirmed for Wednesday, May 18, 2022 at 1:00 p.m.

Adjournment

On motion and second by Supervisor Simons and Supervisor Holt, Chair Monroe adjourned the meeting at 1:50 p.m.