

**Walworth County Board of Supervisors
Lakeland Health Care Center Board of Trustees Meeting Minutes
Wednesday, September 16, 2020
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 and the following members were present, either in person or by remote attendance: Chair Ken Monroe; Vice Chair Kathy Ingersoll; and Supervisors Brian Holt, Joseph H. Schaefer, and Ryan G. Simons. A quorum was declared.

Others in Attendance:

County Staff: County Administrator Mark W. Luberdia; Superintendent of County Institutions Elizabeth Aldred; Nursing Home Administrator Denise Johnson; and Finance Director Jessica Conley.

Members of the Public: Gary Wagner of Lake Geneva and Veronica Van Antwerp of Delavan.

Vice Chair Ingersoll offered a motion, second by Supervisor Holt, to approve the agenda with one amendment: 1) Item 7a, Correspondence from Gary Wager, to follow Item 8b, C-Wing Redesign. The agenda as amended was approved.

On motion by Supervisor Holt, second by Supervisor Schaefer, the July 22, 2020 meeting minutes were approved.

Public Comment

Gary Wagner of Lake Geneva expressed appreciation toward staff and their actions relative to removal of COVID-19 from the Lakeland Health Care Center (LHCC). Wagner then provided a brief history of a former Certified Nursing Assistant (CNA) position at LHCC and spoke in favor of restoring a CNA float position.

Veronica Van Antwerp of Delavan addressed the Board and expressed the need for a CNA float position at LHCC.

Unfinished Business

7a) Correspondence from Gary Wagner regarding CNA Float Position
Item 7a was taken after, Item 8b, C-Wing Redesign.

New Business

8a) 2021 Budget

Superintendent of County Institutions Elizabeth Aldred gave a brief presentation entitled Lakeland Health Care Center 2021 Budget. Discussion then focused on the following:

- The hiring process and desired timeline for the vacant staff positions at LHCC.
- Potential use of volunteers to work the front desk after hours and other positions within LHCC, once volunteers are allowed back into the building.
- Whether or not there will be additional Coronavirus Aid, Relief, and Economic Security (CARES) funding that could be used to help pay for the extra bed licenses.
- Potential release of the extra bed licenses, should the decision be made to move forward with a CBRF/Assisted living in the C-Wing.

Mr. Wager suggested LHCC and the Board of Trustees take more time to consider how the C-Wing should be used and stated paying for the extra bed licenses is inconsequential and could benefit Walworth County in the future.

- Supervisor Schaefer announced his interest in the CNA position. Aldred stated she would have to work with Human Resources, conduct an analysis, and then bring it back to the Board.

8b) C-Wing Redesign

Aldred gave a brief presentation entitled C-Wing Redesign and explained the various options available.

Unfinished Business

7a) Correspondence from Gary Wagner regarding CNA Float Position

Aldred stated Mr. Wagner shared earlier his request for consideration of a CNA float position and reported more information will be provided to the Board at the October meeting.

8c) Point of Care Testing

Nursing Home Administrator Denise Johnson gave a brief overview of her Memorandum regarding point-of-care testing at Lakeland Health Care Center (Pages 38-39). Discussion then focused on allocating resources, purchasing supplies in bulk, and utilizing the CARES funds in order to do so. Johnson stated she is working on pricing the test machine at this time.

8d) 3rd Quarter Write-offs

Aldred briefly explained the list of uncollectible revenues and requested permission to write-off a little over \$44,000 for the third quarter. She reported there are at least two additional write-offs that may be brought before the Board in October. **Supervisor Holt offered a motion, second by Vice Chair Ingersoll, to permit the 3rd Quarter Write-offs. Motion carried 5-0.**

8e) Resolution Authorizing Internal Allowances for Lakeland Health Care Center Available Net Position

Finance Director Jessica Conley gave a brief overview and explained the purpose for the proposed resolution. Conley reported at the end of 2019 LHCC closed with approximately \$193,000 above the minimum reserves that need to be maintained within the net position. Conley suggested placing these funds within the Equipment Allowance. **Vice Chair Ingersoll offered a motion, second by Supervisor Holt, to approve the Resolution Authorizing Internal Allowances for Lakeland Health Care Center Available Net Position. Motion carried 5-0.**

Reports

9a) Statement of No Deficiency

Johnson stated the Department of Health and Human Services conducts an infection control survey each time there is a COVID-19 positive resident. On August 5th they conducted an on-site review of the policies and procedures and found LHCC to be deficiency free. Johnson reported LHCC is now out of the quarantine status.

9b) Family Visits Report

Johnson provided a brief update relative to family visits. Refer to Page 45 of the packet for more information.

9c) Business Activities Report

Johnson gave a brief overview of the Business Activities Report (Pages 46-51.)

Correspondence – There was none.

Announcements – There were none.

Confirmation of next meeting: The next meeting was confirmed for Wednesday, October 21, 2020 at 1:00 p.m.

On motion by Vice Chair Ingersoll, second by Supervisor Holt, Chair Monroe adjourned the meeting at 2:17 p.m. Motion carried 5-0.