

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

Others in Attendance:

County Board Supervisors: Nancy Russell

County Staff: County Administrator Mark W. Lubberda; Superintendent of County Institutions Elizabeth Aldred; Nursing Home Administrator Denise Johnson; Deputy Director of Health and Human Services (HHS) Carlo Nevicosi; and Administrative Services Manager Kristen Tranel.

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

On motion by Vice Chair Ingersoll, second by Supervisor Simons, the November 18, 2020 Lakeland Health Care Center Board of Trustees meeting minutes were approved.

Public Comment – There was none.

New Business

7a) Aging Balance Update and 4th Quarter Write-off Approval

Superintendent of County Institutions Elizabeth Aldred gave a brief overview of the Aging Balance and 4th Quarter Write-off Memorandum found on Pages 4 through 6 of the packet. Discussion then focused on how a dollar amount is determined to be uncollectible and eventually written off, and whether or not there is an analysis as to what the health care center actually costs the tax payers on an annual basis. Aldred reported there is a tax levy amount that is included in the budget each year and offered to provide, at the January meeting, a slide that was used during the September Budget presentation along with approximately 10 years of data with how much tax levy went into costs. County Administrator Mark W. Lubberda referred to the Preliminary Budget for 2021 and spoke briefly regarding the tax levy.

Supervisor Simons offered a motion, second by Supervisor Holt, to accept the 4th Quarter Write-off as presented. Motion carried 5-0.

7b) Site Survey

Nursing Home Administrator Denise Johnson announced two state surveyors conducted a review of the Infection Control Survey, a Complaint Survey from a resident attending in late 2019, and a Self-Report submitted by Johnson in April. No citations were issued in connection with either the Complaint Survey or the Self-Report, as the complaint was found to be unsubstantiated. Johnson explained there was one citation issued in connection with the Infection Control Survey for F880, which is an infection control tag, relative to an inquiry about a cleaning solution and the amount of time it needed to remain on the surface in order to be effective. The cleaning solution has been replaced and instructions have been given for proper use. The state surveyors recommended keeping the doors closed for the residents who are infected with COVID and minimizing the traffic in/out. Johnson is working with the Department of Public Works to install plastic over the doorways, which will allow staff to keep an eye on the residents with memory care issues. Johnson stated she will write a plan of correction and submit it to the state for review.

Reports

8a) Vacancy and Hiring Statistics

Aldred gave a brief overview of the November 2020 Vacancy/Hiring Statistics (Pages 7-13.) She explained how vacancy positions are being addressed and noted a potential need to overfill and train for the positions of individuals who will be retiring. Discussion followed.

8b) COVID-19 Update

Johnson provided an overview of the COVID-19 Update found on Page 14 of the packet. She stated the current Infection Preventionist through the Department of Health Services reviewed LHCC's COVID procedures on Friday. Staff is working with the Infection Preventionist to help eliminate issues with residents from the Memory Care Unit. Johnson explained how a blue UV light is helping to disinfect the various rooms. Discussion ensued.

8c) Business Activities Report

Johnson gave a brief overview of the Business Activities Report through October (Pages 15-18.)

Correspondence – There was none.

Announcements – There were none.

Confirmation of next meeting: The next meeting was confirmed for Wednesday, January 20, 2021 at 1:00 p.m.

On motion by Supervisor Simons, second by Supervisor Holt, Chair Monroe adjourned the meeting at 1:36 p.m. Motion carried 5-0.