

Green County Committee Meeting

Pleasant View Nursing Home Oversight Committee Meeting Minutes Location: Pleasant View Nursing Home – Community Room May 12, 2022

Present were Brian Bucholtz, Joan Rufenacht, Linda Boll, Todd Larson, Paul Roemer
Also present: Maria B. Johnson, Theresa Pax, Heidi Schmoldt, Cindy Rice, Jeremy Broge, Matt Porter, Kim Wuethrich

Maria B. Johnson called the meeting to order.

1. Introductions of new committee members' background and interests.
2. Election of Chair and Vice-Chair. Joan Rufenacht made a motion to nominate Linda Boll as Chair, seconded by Todd Larson. The committee voted all in favor. Todd Larson made a motion to nominate Joan Rufenacht as Vice-Chair, seconded by Paul Roemer. The committee voted all in favor.
3. Joan Rufenacht made a motion to approve the corrected April 14, 2022 meeting minutes, seconded by Paul Roemer. The committee voted all in favor.
4. Introduction of the Department Heads and their roles
 - a. Cindy Rice-Director of Nursing
 - b. Matt Porter-Food Service Supervisor
 - c. Theresa Pax-Business Office Manager
 - d. Jeremy Broge-Environmental Supervisor
 - e. Kim Wuethrich-Social Worker
 - f. Maria B. Johnson-Administrator
5. Maria B. Johnson presented the Operations Report.
 - a. Renovation Project: Phase 2 update-Maria B. Johnson provided a recap of the building construction. All outdoor siding and new window installation have been completed. The project is approximately half-way through to the final phase of renovations being completed consisting of private bathrooms. The target date of full completion by the second week of July. Next building inspection will be on June 8, 2022.
 - b. Census and Referrals- Census remains steady between 71-72 residents with rotating beds being used to accommodate residents coming from the hospital for rehabilitation. There will be a total of 88 resident rooms available after construction is completed. Currently the remaining beds are filled and there is a significant waiting list.
 - c. O'Rourke Dementia Stabilization Unit (DSU) –
 - i. Video of the O'Rourke Dementia Stabilization Unit played for committee and is located for public viewing at www.pleasantviewnursinghome.org. Maria B. Johnson discussed the success of the previous soft opening of this CBRF licensed unit. Plans are being prepared to have enough staff coverage to open the DSU.
 - d. Recruitment and Retention-
 - i. Newly hired and termination-Maria B. Johnson provided beginning of year to date data. Pleasant View currently has approximately 150 employees. Data shows 17 staff are no longer employed since the beginning of the year. 6 of these staff considered In House Pool were not fulfilling required hours to stay employed. 3 staff resigned employment due to medical reasons, 1 staff resigned due to not wanting to get the COVID-19 booster vaccination. 1

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terminated for attendance issues, 1 person left due to nepotism rule, 5 staff were No Call No Show's. 1 retiree. Hired 18 staff with only 3 remaining. Added 15 staff to roster. 2 additional job offers for CNA program. Working on other efficiencies such as Point Click Care, better electronic charting, smart phones for better communication, better operations with less staff with growth.

- ii. CNA class and the end of the Emergency Waiver in June 2022. Facilities were allowed to train staff to be Certified Nursing Assistants (CNA's). Pleasant View trained staff, have 6 staff completing class and 3 more staff becoming certified. Pleasant View is working on a plan to keep this program for the future and to be a state-accredited certified site.
- iii. Youth Apprenticeship job fair-4 other school districts participated in the program on April 26. Pleasant View attended the job fair and spoke with many youths regarding healthcare opportunities. Pleasant View currently has 3 staff under the apprenticeship program through Cara Carper at The Monroe Senior High School.

6. Private Pay residents' daily rate discussion-

- a. Update on progress-Pleasant View is the only 5-Star rated facility in a 25-mile radius, charges \$249.00 per day and has not experienced a rate increase since 2013, which was only a \$10.00 increase at that time. A letter will go out to the residents' families to explain this adjustment and the reasons why this must occur. Moving forward yearly increase assessments will be conducted.
- b. Friends of Pleasant View Foundation request-The Foundation board members voted on the 2022 yearly special project, a new glass atrium to be added to the existing building for the residents. A Mother's/Father's Day letter was mailed out to fundraise for this special project.

7. Personnel changes and rate change request Discussion/Action-

- a. Elimination of an RN position and creation of a Nurse Educator position, no change in Grade or Step. All RNs currently Grade M.-Paul Roemer made a motion to approve the elimination of a RN position and creation of a Nurse Educator position with no change in Grade or Step, seconded by Joan Rufenacht. All committee voted all in favor.
- b. Discussion/Action items a., b., c., e., f., g., h (elimination of the Life Enrichment Supervisor position, creation of a Life Enrichment Coordinator , creation of Social Service Supervisor, codifying job description of Nurse Care Coordinator/Infection Preventionist, reclassification of Food Services Supervisor, elimination of a cook position and creation of Club 48 Coordinator, revision of Housekeeping/Food Service Work) on hold for further discussion at next meeting scheduled May 19, 2022 at 10:00am.

8. Financial Report:

- a. Review of the March Expense and Revenue Reports-Will be reviewed at the next meeting scheduled on May 19, 2022, at 10:00am.
- b. Theresa Pax presented the April bills for review and approval. Joan Rufenacht made a motion to approve the April bills, seconded by Paul Roemer. The committee voted all in favor.

9. Additional meeting will be May 19, 2022, at 10:00am.

10. Linda Boll made a motion to adjourn, seconded by Joan Rufenacht. The committee voted all in favor.