

# Green County Committee Meeting

---

## Pleasant View Nursing Home Oversight Committee Meeting Minutes

**Location: Pleasant View Nursing Home – Community Room**

**June 9, 2022**

Present were Linda Boll, Joan Rufenacht, Todd Larson, Paul Roemer

Also present: Maria B. Johnson, Theresa Pax and Heidi Schmoltd

1. Linda Boll called the meeting to order.
2. Approval of May 12, 2022, and May 19, 2022, meeting minutes. Joan Rufenacht made a motion to approve the May 12, 2022, and May 19, 2022, meeting minutes seconded by Todd Larson with the correction of the May 19, 2022, minutes: item 2.c removing Step 8 and item 2.d removing Step 5. Committee voted all in favor.
3. Report of meeting with corporation counsel regarding proposed personnel changes- Confirmation of Linda Boll and Joan Rufenacht meeting with corporate counsel. Todd Larson also received a call from corporate counsel. All agreed no further discussions are needed.
4. Operations Report
  - a. COVID report-Currently no staff or residents with COVID.
  - b. Renovation Project: Phase 2 update-Project is ahead of schedule and under budget due to Jeremy Broge's strict timelines with the construction crews and contractors. State inspectors were on site and gave approval of the recent phase of construction. Residents moving back to their newly renovated rooms allowing the final phase to begin, which should take 6 weeks. An open house will be scheduled upon full completion of construction.
  - c. Census and Referrals-Current average census remains at 70, referrals are stable and a continued waiting list due to the construction.
  - d. O'Rourke Dementia Stabilization Unit-To operate this unit, it will require a social worker to be hired. Once personnel restructure has been approved this position will be posted. The social worker will specialize in dementia on this unit and 2<sup>nd</sup> floor.
  - e. Retention
    - i. Teams model of supervision-Nursing is the largest department with over 100 employees. All nursing staff had originally reported to the Director of Nursing. The model of supervision now has each unit with a team leader so staff on their units know who their direct supervisor is. The smaller nursing staff of In House Pool report directly to the Director of Nursing. The team leaders are receiving training and this new model cultivates more support and communication, as staff like having direct contact and access with their supervisors. This is the 5<sup>th</sup> month of the new program and it has been successful.
    - ii. Surveys and focus groups-Maria B. Johnson has collected valuable data in regards to the generation gap between the more senior staff that have longevity with Pleasant View and the younger generation coming into the healthcare field with little to no experience. Focus groups to continue in order to improve the overall communication, promote a positive work experience and overall bridge the generation gap among all employees.
  - f. Recruitment
    - i. CNA class update-As a result of the state being backed up, there are 2 students who have completed the C.N.A. training course and are awaiting a testing date. The emergency state waiver ended and Pleasant View will continue to either become an accredited C.N.A. training facility or explore a hybrid option consisting of partnering with an already accredited facility for classroom instruction and Pleasant View hosting the clinical skills piece with

## Green County Committee Meeting

---

- Pleasant View's Nurse Educator. Another class to open in the fall and any current Resident Assistants interested will be put into the class. On 6/10/2022 there will be 4 additional Resident Assistants beginning employment.
- ii. Youth Apprenticeship Program-Pleasant View currently has a total of 5 students from the youth apprenticeship program (4 students from Monroe and 1 student from Albany).
  - iii. Marketing-Pleasant View works with Synqronus, a marketing firm who continues to find new avenues of marketing Pleasant View and the workforce needed. Latest strategy is to test pilot paid ads through indeed, which is producing applications being submitted and targeting the positions needed. This test phase will be explored before moving to Instagram and other digital options not yet utilized.
5. Request to approve vacation time payout-Food Service Department understaffed resulting in Dietician also working extra to help sustain this department. Due to low staffing she was unable to use 40 hours of earned vacation, which will be paid, however an additional 48 hours of unused vacation is requested to be paid due to the inability to be allowed to take time off. Todd Larson made a motion to approve the additional 48 hours of vacation to be paid, seconded by Joan Rufenacht. Committee voted all in favor.
  6. Financial Report
    - a. Theresa Pax presented the April financial report.
    - b. Theresa Pax shared that we are waiting for May bills so they are not ready for review and approval, but would be ready on Monday, June 13 for the review and approval of two committee members. Joan Rufenacht and Paul Roemer agreed to meet at 2pm.
  7. Business by board members
    - a. Linda Boll is requesting Pleasant View forwards all exit interviews for the committee to review.
    - b. Linda Boll was pleased to hear suggestions of having oversight members visible at Pleasant View and to begin participating in events and asked for more ideas on how they can get involved. Future discussions on this subject.
    - c. Linda Boll suggested evaluations take place of the administrator in order to provide the administrator feedback.
  8. Next meeting Date: July 12, 2022, at 10:00 am
  9. Todd Larson made a motion to adjourn, seconded by Paul Roemer. Committee voted all in favor.