

**DODGE COUNTY HEALTH FACILITIES COMMITTEE MEETING
CLEARVIEW, 198 COUNTY DF, JUNEAU, WI 53039
IN THE CHAPEL**

October 10, 2018

MINUTES

1. **CALL TO ORDER:** Meeting was called to order by Chairman Bischoff at 7:47 a.m. with the following members present:
2. **ROLL CALL AND NON-COMMITTEE MEMBER COUNTY BOARD ATTENDANCE:**

COMMITTEE MEMBERS PRESENT

Larry Bischoff
Lisa Derr
William Hoekstra
Tom Schaefer

NON-COMMITTEE MEMBERS PRESENT

None

ALSO PRESENT: Jane Hooper, Administrator / Executive Director; Russell Kottke, Dodge County Board Chairman; Bill Wiley, Director of Finance; Jackie Kuhl, Brain Injury Center Unit Coordinator; Alyssa Gahlman, Director of Support Services; Jessica Streaan, Assisted Living Supervisor; Heather Ninmann, IID Household Specialist; Megan Firari, Human Resource Specialist; Ashley Vergenz, Admissions Coordinator; and Jill Soldner, Administrative Secretary.

ABSENT: Dan Hilbert

3. **PUBLIC COMMENT:** None to report.
4. **APPROVAL OF MINUTES OF SEPTEMBER 5 AND SEPTEMBER 18, 2018 MEETINGS:** Motion made by Derr to approve the September 5 and September 18, 2018 Minutes; seconded by Schaefer. Motion carried.
5. **INVOLUNTARY DISCHARGES:** None to report.
6. **CENSUS REPORTS:**

CBIC:	17 of 30
Clearview:	108 of 120
Clearview Behavioral Health 1/2/3/4:	36 of 40
ICF-IID (formerly FDD):	43 of 46
Trailview	3 of 4
Clearview Community Group Home:	4 of 4
Northview Heights (CBRF):	17 of 20

7. **ADMINISTRATOR'S REPORT:**

- **Approval of Friends of Clearview Expenditures:** Motion by Schaefer to approve the requested expenditures in the amount of \$1,733.00; seconded by Hoekstra. Motion carried.
- **Update: Staffing ~ Megan Firari:** Firari reported to the Committee about several hiring statistics at Clearview: hires vs. terminations; how applicants are hearing about Clearview; other avenues currently used by Clearview to advertise employment opportunities; as well as responses received on Clearview's Job Application form – how they heard about this job opening.

Hooper reported on workforce highlights discussed at the recent LeadingAge conference in Green Bay, regarding Baby Boomers, Gen X, and Millennials.

- **County of Origin ~ Bill Wiley:** Wiley provided the Committee with a handout of the October 1, 2018 Clearview census. It listed each facility on campus and the number of residents by county in each facility. He reviewed the counties who had the most residents at Clearview with the Committee and pointed out that Dodge County has 129 residents at Clearview out of a total of 230 residents in-house that day.
- **Update: Medical Director, Staff Physician, Assistant Director of Nursing, and Executive Director / Administrator Positions:**
 - **Medical Director and Staff Physician:** Dr. Caceres's last day is November 9, 2018. Dr. Frinak's last day is tentatively set for January 4, 2019. Drs. Daniel Lopez-Tan and Anil Doniparthi are starting as Medical Directors on December 10, 2018.
 - **Assistant Director of Nursing:** Dina Statz, R.N., has been offered and accepted the position of Assistant Director of Nursing. Dina's first day will be October 22, 2018. Dina previously worked at Clearview as an R.N.
 - **Executive Director / Administrator:** First and second interviews have been conducted. Recruitment efforts are still underway. Hooper's retirement date is scheduled for January 4, 2019.

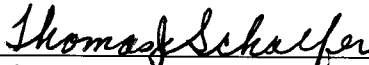
FINANCE REPORT ~ BILL WILEY:

- **2018 Budget Status Update:** Wiley provided the Committee with a summary of the Clearview 2018 budget as of August 31, 2018. He stated that revenues were slightly higher than expected whereas expenses were lower than **expected** at this time of year. He noted that several factors caused revenues to be higher such as an additional Medicaid supplemental payment along with a sizeable Medicaid rate increase for the Brain Injury Center.

- **2018 Budget Transfer:** Wiley updated the Committee of a budget transfer that is occurring. He noted that the majority of the reason for the transfers was because of higher than budgeted Medicare revenues were being captured and with that higher than expected Medicare expenses. He also briefly reviewed the rest of the transfers for other areas. Due to the size of the transfers, the Committee was only informed of the transfers.
8. Entertain a motion to convene in closed session pursuant to Section 19.85(1)(g), Wis. Stats., for purposes of conferring with legal counsel who is rendering oral or written advice concerning strategies to be adopted by the body with respect to litigation in which it is involved; specifically, Clearview Nursing Home collection action: Dodge County Case No. 16-CV-564.
- A roll call was taken. Motion carried by unanimous vote of all members present to enter into closed session at 9:24 a.m.
- Consider, discuss, and take action regarding Clearview Nursing Home collection action: Dodge County Case No. 16-CV-564.
- Motion by Schaefer; seconded by Hoekstra, to reconvene into open session, at 9:34 a.m.
- The Committee received a report in closed session regarding the outcome of the lawsuit and, based on that report, the Committee is satisfied that the matter is concluded. Thank you to staff and outside counsel for their efforts.
9. **DETERMINE NEXT MEETING DATE AND TIME:** *Wednesday, November 7, 2018, at 7:45 a.m.*, in the Chapel at Clearview, 198 County DF, Juneau, Wisconsin.
10. **ADJOURN:** There being no further business to come before the Committee, Motion by Derr to adjourn; seconded by Hoekstra. Motion carried. Meeting adjourned at 9:45 a.m.

Dated this 7th day of November, 2018.

Respectfully submitted,


Thomas Schaefer, Secretary