

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

**January 9, 2019**

**MINUTES**

1. **CALL TO ORDER:** Meeting was called to order by Chairman Bischoff at 7:46 a.m. with the following members present:
2. **ROLL CALL AND NON-COMMITTEE MEMBER COUNTY BOARD ATTENDANCE:**

**COMMITTEE MEMBERS PRESENT**

Larry Bischoff  
Lisa Derr  
Dan Hilbert  
William Hoekstra  
Tom Schaefer

**NON-COMMITTEE MEMBERS PRESENT**

None

**ALSO PRESENT:** James Mielke, Dodge County Administrator; Russell Kottke, Dodge County Board Chairman; Deanna Wilson, Administrator / Executive Director; Lori Kurutz, Assistant Administrator; Bill Wiley, Director of Finance; Jackie Kuhl, Brain Injury Center Unit Coordinator; Erin Blank, Director of Nursing; Alyssa Gahlman, Director of Support Services; Jim Hill, Director of Environmental Services; Jessica Streat, Assisted Living Supervisor; Heather Ninmann, IID Household Specialist; Ashley Vergenz, Admissions Coordinator; and Jill Soldner, Administrative Secretary.

3. **PUBLIC COMMENT:** None to report.
4. **APPROVAL OF MINUTES OF THE DECEMBER 5, 2018 MEETING:** Motion made by Derr to approve the December 5, 2018 Health Facilities Minutes; seconded by Hoekstra. Motion carried.
5. **INVOLUNTARY DISCHARGES:** One to report.
6. **CENSUS REPORTS:**

CBIC:	18 of 30
Clearview:	113 of 120
Clearview Behavioral Health 1/2/3/4:	35 of 40
ICF-IID (formerly FDD):	44 of 46
Trailview	4 of 4
Clearview Community Group Home:	4 of 4
Northview Heights (CBRF):	17 of 20

7. **ADMINISTRATOR'S REPORT:**

- **Meet Clearview's New Administrator / Executive Director ~ Deanna Wilson:** Deanna Wilson, Clearview's new Administrator / Executive Director, was introduced to the Committee. All else in attendance went around and introduced themselves as well.
- **Approval of Friends of Clearview Expenditures:** Motion by Schaefer to approve the requested expenditures in the amount of \$1,391.50; seconded by Hoekstra. Motion carried.
- **Update: Home and Community-Based Settings ("HCBS") ~ Lori Kurutz and Jessica Streaan:** Kurutz and Streaan gave a PowerPoint presentation regarding heightened scrutiny for the Assisted Living Facilities. Pictures to show the differences between Trailview, Clearview Community Group Home, and Northview Heights and that they are separate from the Clearview Campus. Evidence of Operational Distinction and Evidence of Distinct Staffing was also presented. Binders/paperwork for the Need for Heightened Scrutiny – Medicaid Waiver Home and Community-Based Services Settings Requirements were prepared, finalized, and submitted prior to the deadline for Trailview, Clearview Community Group Home, and Northview Heights. The binders were mailed on December 12, 2018 and received/signed for by the Department of Health Services / Heightened Scrutiny Review Board, on December 13, 2018. A copy of each binder is kept in their respective facilities.
- **Update: Staffing ~ Erin Blank:** Blank reported on the outcome of the temporary incentive for licensed staff for holiday coverage for the period November 15, 2018 through January 2, 2019. Twenty (20) licensed staff took part in the incentive, which came in at the budgeted amount.
- **Disaster Plan In-Service ~ Jim Hill:** Hill reported on the mandatory, yearly disaster plan in-service which will be held on January 14, 15, and 16, 2019. Amy Nehls and Joe Meagher from Emergency Management will present the in-service. The scenario for this year's in-service will be a water pipe break.
- **Historical Pictures:** The wall across from Human Resources' office has been lined with black and white pictures from Clearview's historical past.

8. **DETERMINE NEXT MEETING DATE AND TIME:** *Monday, February 4, 2019, at 7:45 a.m.*, in the Chapel at Clearview, 198 County DF, Juneau, Wisconsin.

9. **ADJOURN:** There being no further business to come before the Committee, Motion by Derr, to adjourn; seconded by Hilbert. Motion carried. Meeting adjourned at 8:59 a.m.

Dated this 4<sup>th</sup> day of February, 2019.

Respectfully submitted,

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Thomas Schaefer, Secretary