DODGE COUNTY HEALTH FACILITIES COMMITTEE MEETING
ADMINISTRATION BUILDING
127 EAST OAK STREET, ROOMS 1H & 1I, JUNEAU, WI 53039

October 7, 2020

MINUTES

1. **CALL TO ORDER**: Meeting was called to order by Chairman Bischoff at 8:00 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
Karen Kuehl
Mary Ann Miller (via telephone)

NON-COMMITTEE MEMBERS PRESENT
None

ABSENT: None.

ALSO PRESENT: Jim Mielke, Dodge County Administrator; Ed Somers, Clearview Executive Director/Administrator; Lori Kurutz, Assistant Administrator; Jim Hill, Director of Environmental Services; Nicole Grossman, Director of Finance; Megan Firari, Human Resource Specialist; and Jill Soldner, Administrative Secretary.

3. **PUBLIC COMMENT:** None.

4. **APPROVAL OF MINUTES OF THE SEPTEMBER 2, 2020 MEETING**: Motion made by Derr to approve the September 2, 2020 Health Facilities Minutes; seconded by Hilbert. Motion carried.

5. **VOLUNTARY AND INVOLUNTARY DISCHARGES**: There were three full-time employee and six part-time employee voluntary discharges and zero involuntary discharges to report.

6. **CENSUS REPORTS**:

Clearview Brain Injury Center:	18 of 30
Clearview:	96 of 120
Clearview Behavioral Health 1/2/3/4:	32 of 40
ICF-IID (formerly FDD):	39 of 46
Trailview	4 of 4
Clearview Community Group Home:	4 of 4
Northview Heights (CBRF):	18 of 20

7. **ADMINISTRATOR'S REPORT:** PowerPoint presentations were given by Administrator Ed Somers, Assistant Administrator Lori Kurutz, Nicole Grossman, and Jim Hill.

- **Siding Project ~ Jim Hill:** Hill reported that the siding project was completed on September 10, 2020, with the County Board approving the increase in the project budget by $31,000. The $15,000 contribution from Boldt Construction has been received.

- **Human Resource Update ~ Megan Firari:** Firari gave several reports, comparing 2019 totals to January 1, 2020 through September 30, 2020. The first report gave a comparison of the total turnover for RNs, LPNs, and C.N.A.s for 2019 (35%), as well as January 1, 2020 through September 30, 2020 (16%). She also reported on the total hires and total terms. Firari went on to report on C.N.A. and CBRF Assistants total hires and total terms, and then broke it down to full-time, part-time, and flexis. Her last report was on the C.N.A. class totals going back to 2017 through October 2020, with one class remaining in 2020, comparing the amount of students enrolled, how many were hired after the class ended, and how many are still employed at Clearview.

- **Corporate Compliance Report ~ Lori Kurutz:** The Corporate Compliance Committee met on September 30, 2020 to discuss resident rights. Kurutz reported on the notice of transfers, misconduct reports, triple check, ethics, and compassionate care visits. The next meeting will be held in mid-November 2020 and will focus on employee and consultant screening, Payroll Based Journal, and planning for 2021.

- **Financial Report ~ Nicole Grossman:** Grossman provided a financial update to the Committee on the Clearview budget status as of August 31, 2020. The report was put together utilizing source documents as produced out of Tyler Munis. It was outlined to the Committee that the complied report, indicating a net gain, is perhaps overstated. Several anticipated expenses that are not currently reflected in Tyler Munis to bring the anticipated gain closer to actual were discussed. It was also reported that the total in CARES Act funding that has been received at Clearview, year-to-date, is $1,278,380.68.

- **COVID-19 Update:** Weekly COVID-19 testing resumed the week of September 14, 2020, with one resident initially testing positive but two subsequent tests were taken and it was determined it was a false positive result. An employee tested COVID positive that week; the employee self-quarantined for 14 days. The staff member's positive result put Clearview into outbreak designation. Staff and residents need to test every three to seven days until there are zero positives for 14 days. Clearview has been assigned to NOAH Labs for testing. The State picks up the cost for all routine and outbreak testing. An infection control survey conducted by the Department of Health Services occurred on September 29, 2020; there were no cites issued.

  Visitation has been put on hold during the outbreak testing period. Households where positive staff members work must be quarantined for 14 days. Since some staff members work on multiple households, one positive staff member can quarantine several households. Visitation is not allowed for quarantined households.

  An update on Clearview's Personal Protective Equipment ("PPE") inventory as of October 6, 2020 was provided.

The "Routes to Recovery" program was discussed. Clearview has already been reimbursed $12,261. More requests for reimbursement will be submitted on October 8, 2020. Additional items are anticipated to be purchased in the near future.

- **Approval of Friends of Clearview Expenditures:** Requests were made for the Nursing Home, Behavioral Health, the Brain Injury Center, and the IID Households. Motion by Derr to approve the requested expenditures in the amount of $2,637.50; seconded by Hilbert. Motion carried.

- **NEXT MEETING DATE AND TIME:** ***Wednesday, November 4, 2020, at 8:00 a.m.***, in Rooms 1H and 1I, 127 East Oak Street, Juneau, Wisconsin.

8. **ADJOURN**: There being no further business to come before the Committee, Motion by Kuehl to adjourn; seconded by Hilbert. Motion carried. Meeting adjourned at 9:29 a.m.

Dated this 4th day of November, 2020.

Respectfully submitted,

Mary Ann Miller, Secretary