



**COMMITTEE MEETING MINUTES
October 19, 2020**

BOARD MEMBERS PRESENT:

Toni Wissestad, Chair
Mary VonRuden, Vice Chair
Alan McCoy, Member
Adam Balz, Member
Wally Habhegger, Member

RESOURCE PERSONS:

Linda Smith, Administrator
Garlynn Brookshaw, Business Services Director
Tina Osterberg, Monroe County Administrator

1. **Call to Order/Roll Call** - The meeting called to order by T. Wissestad at 4:00 p.m. Roll call: T. Wissestad, here; M. VonRuden, here; A. McCoy, here; A. Balz, here; and W. Habhegger, here.
2. **Public Comment – None**
3. **Review of Minutes for September 21, 2020, and September 29, 2020, –**

Motion made by M. VonRuden, seconded by A. Balz to approve the September 21, 2020 minutes. Vote 5-0. Motion carried.

Motion made by W. Habhegger, seconded by M. VonRuden, to approve the September 29, 2020 minutes. Vote 5-0. Motion carried.

4. **Business Reports -**
 - A. **Presentation of Financials**– G. Brookshaw discussed August 2020 financials.
5. **Administrator’s Report –**
 - A. **Census Update** – L. Smith updated on our current census.
Today’s Nursing Home Census = 58 (80 total licensed beds)
Today’s Assisted Living Census = 7 (8 total licensed beds)
 - B. **Monthly Report** – L. Smith reported the flooring project will be completed once the building is clear of COVID positive residents and staff. L. Smith apprised the storm damage repair is almost completed except for a little bit of electrical work to be done. L. Smith stated third floor was completed enough to allow it to be opened up on an emergency basis due to COVID and needing to place residents on that unit. L. Smith reported staffing continues to be a struggle and



creative alternatives are being used to assure have coverage in all departments.

6. **Building Project** – T. Wissestad commented Duane Helwig and Aaron Klug from Community Living Solutions (CLS) met with Rolling Hills staff to go over where the plans left off and review the current state and look and what may need to be changed based on current times. L. Smith explained necessary changes that need to be made to the design.
7. **County Board Update** – T. Wissestad indicated Tom Martin from CLS will be updating the County Board supervisors on October 28th. T. Wissestad updated the resolution that is standing at this point is for the 50-24-24 design, however, can be amended if other supervisors have other ideas. T. Wissestad pointed out any amendments needs to be done sooner rather than later as Tom Martin will need clear direction by the November meeting. T. Wissestad affirmed the Rolling Hills Committee is supporting the 50-24-24 design as this is what the resolution states as of now. W. Habegger questioned if Tom Martin will be presenting other options at the October County Board meeting. T. Wissestad directed L. Smith to contact Tom Martin regarding this. L. Smith reminded the committee that Tom Martin did want to discuss the construction manager this first meeting.
8. **Future Meeting Dates** - T. Wissestad reminded the committee the next meeting with Community Living Solutions will be Oct 28th. They will be meeting with the staff at 2 p.m., the Rolling Hills Committee at 4 p.m., and then with they will be attending the County Board meeting at 6 p.m.
9. **COVID Update** – L. Smith reported three residents tested positive at the beginning of October, therefore, third floor was opened. L. Smith currently one resident has been hospitalized, one resident has fully recovered, and one resident remains symptomatic. L. Smith stated two staff have tested positive, however, one had been out of work due to potential exposure and the other one was not scheduled. L. Smith informed testing is being done twice a week for residents and staff and once the residents are cleared and recovered weekly testing will be done for residents. L. Smith affirmed staff will continue with twice a week testing until Monroe County is no longer Red.
10. **Next Meeting Date & Time** – Monday, November 16, 2020, at 4 p.m.
11. **Next Month's Agenda Items** – Building Project, Budget Adjustments
12. **Adjournment** – Motion to adjourn made by A. Balz.

Submitted by
Garlynn Brookshaw