

**Walworth County Board of Supervisors  
Lakeland Health Care Center Board of Trustees Meeting Minutes  
Wednesday, January 20, 2021  
Walworth County Government Center, County Board Room 114  
100 West Walworth Street, Elkhorn, Wisconsin**

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The meeting was called to order at 1:00 p.m. by Chair Kenneth Monroe.

Roll call was conducted and the following members were present, either in person or by remote attendance: Chair Kenneth Monroe; Vice Chair Kathy Ingersoll; and Supervisors Brian Holt and Joseph H. Schaefer. Supervisor Ryan G. Simons was absent. A quorum was declared.

**Others in Attendance:**

Supervisors: Nancy Russell

County Staff: County Administrator Mark W. Luberda; Superintendent of County Institutions Elizabeth Aldred; Deputy Director of Health and Human Services Carlo Nevicosi; Director of Finance Jessica Conley; Nursing Home Administrator Denise Johnson; and Minimum Data Set (MDS) Nurses Darcy Price and Crystal Woodlee.

**On motion by Supervisor Holt, second by Supervisor Schaefer, the agenda was approved with no withdrawals.**

**On motion by Vice Chair Ingersoll, second by Supervisor Holt, the minutes of the December 16, 2020 Lakeland Health Care Center Board of Trustees meeting were approved.**

**Public Comment** – There was none.

**Unfinished Business**

7a. Infection Control Survey Update with Plan of Correction

Deputy Director of Health and Human Services Carlo Nevicosi briefly detailed proposed solutions on findings from the state survey conducted on December 15, 2020. Nursing Home Administrator Denise Johnson stated the compliance date was January 19, 2021; the correction was accepted and the updated solutions will continue to be used and verified through audits.

**New Business**

8a. Appointment of Acting Director – Health and Human Services/County Superintendent of Institutions and Notice of Intent to Proceed with Filling the Vacancy

County Administrator Mark W. Luberda briefly summarized his Memorandum (Page 13) regarding the appointment of Acting Director – Health and Human Services/County Superintendent of Institutions and Notice of Intent to Proceed with Filling the Vacancy. **Supervisor Holt offered a motion, second by Vice Chair Ingersoll, to receive Administrator Luberda’s Memorandum and to place it on file. Motion carried 4-0.** Nevicosi stated he is honored in the confidence from Administrator Luberda in allowing him to lead and is excited to show he can handle this position over the long term.

8b. Minimum Data Set (MDS) Presentation

Superintendent of County Institutions Elizabeth Aldred gave a brief introduction to the presentation. And MDS Nurse Darcy Price proceeded to give the presentation and highlighted the following:

- What is MDS and how does it work?
- Services Covered
- MDS Coordinator’s Role
- Reimbursement Comparisons 2019-2020

Discussion then focused on presented reimbursement comparisons, 2021 reimbursement goals and software related to MDS information.

8c. Lakeland Health Care Center Levy Impact

Nevicosi briefly summarized the Lakeland Health Care Center (LHCC) Levy Impact (Page 19) highlighting that less funding was used in 2020, in comparison to the last five years, due to significant salary savings from multiple open positions and through Coronavirus Aid, Relief, and Economic Security (CARES) funding.

8d. Resolution \*-02/21 Authorizing Use of Unrestricted Net Position for the Previously Created 2021 Temporary Pandemic Positions at Lakeland Health Care Center

Nevicosi referenced Finance Director Jessica Conley's Memorandum: Funding Source Change for LHCC Pandemic Temporary Positions (Page 20) requesting to change the source of funding for temporary positions from CARES funding to the LHCC available unrestricted net position. Conley clarified this resolution assigns a known funding source in order to move forward with filling temporary positions, while waiting for possible state and/or federal funding. Discussion then centered around possible claims for unemployment once the positions are no longer needed. **Supervisor Holt offered a motion, second by Vice Chair Ingersoll, to approve the proposed resolution Authorizing Use of Undesignated Net Position for the Previously Created 2021 Temporary Pandemic Positions at Lakeland Health Care Center. Motion carried 4-0.**

**Reports**

9a. Vacancy and Hiring Statistics

Aldred referenced the December 2020 Vacancy/Hiring Statistics report noting the addition of Status of Pandemic Positions (Pages 24-36.) Aldred stated there were no termed Registered Nurses (RN), Licensed Practicing Nurses (LPN) or Certified Nursing Assistants (CNA) in the month of December; and call ins and FMLA usage remained consistent. Supervisor Schaefer inquired about LPN applicants referencing there were four applicants, but only one was hired. Johnson elaborated that some applicants never return a request for an interview and due to high demand in the industry many applicants have multiple interviews with different companies. Johnson noted that Human Resources has purchased a registration list of RNs and LPNs and will be sending out letters for Health and Human Services and LHCC open positions.

9b. COVID-19/Vaccine Update

Johnson shared that after a positive COVID-19 case within a unit, there must be zero new COVID-19 cases within that unit for 28 days before the unit can start admitting new residents. The County COVID-19 rate is above 10% resulting in staff continuing to be tested twice weekly; with residents tested every three to seven days. Johnson reported that LHCC hosted its first COVID-19 vaccine clinic on January 6, 2021 with the second vaccination date being February 3, 2021. Supervisor Holt inquired whether any staff had refused the vaccine. Johnson stated approximately 50% of staff have been vaccinated reiterating that Walworth County has not mandated the vaccine for healthcare workers. Discussion then focused on the Point of Care Testing (POCT) machine.

9c. Business Activities Report

Johnson summarized the Nursing Home Administrator's Report for the month of November in reference to worker's compensation, staff call ins and resident census. Supervisor Schaefer inquired as to the large variation in percentages 2019-2020 for percent of budget used. Discussion ensued in reference to 2019 budget short falls and grant funding received in 2020. Johnson noted LHCC remains a Five star rated facility and although state surveys were put on hold due to the pandemic; evaluations will be starting again January 27, 2021 and LHCC could be reevaluated at any time after that date. Discussion then focused on admitting residents and facility referrals in regards to the decreased census of LHCC.

**Correspondence** – There was none.

**Announcements** – There were none.

**Confirmation of next meeting:** The next meeting was confirmed for February 17, 2021 at 1:00 p.m.

**On motion by Vice Chair Ingersoll, second by Supervisor Holt, Chair Monroe adjourned the meeting at 1:46 p.m. Motion carried 4-0.**

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Submitted by Jennifer Stinnett, Administrative Assistant. Meeting minutes were approved by the Lakeland Health Care Center Board of Trustees at the February 17, 2021 meeting.