

**Walworth County Board of Supervisors  
Lakeland Health Care Center Board of Trustees Meeting Minutes  
Wednesday, February 22, 2023  
Walworth County Government Center, County Board Room 114  
100 West Walworth Street, Elkhorn, Wisconsin**

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Chair Kenneth Monroe called the meeting to order at 1:00 p.m.

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

**Others in Attendance**

County Staff: Walworth County Administrator Mark W. Luberda; Director-Health and Human Services/Superintendent of County Institutions Carlo Nevicosi; Nursing Home Administrator Denise Johnson; and Lakeland Health Care Center (LHCC) Administrative Services Manager Alicia Van Dyke; and Associate County Engineer Vince Simek.

**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 January 18, 2023 Lakeland Health Care Center Board of Trustees meeting minutes were approved.**

**Public Comment** – There was none.

**New Business**

7a. LHCC Capital Improvement Project (CIP) Plan

Director-Health and Human Services/Superintendent of County Institutions Carlo Nevicosi summarized his Memorandum and gave a brief presentation entitled Lakeland Health Care Center – Vision 2028 (Pages 4-8). Discussion focused on the number of admissions and type of residents accepted relative to private pay, Medicare, and Medicaid reimbursement. Nevicosi stated he anticipates there will be approximately \$15.7 million remaining in LHCC fund balances and noted the proposed projects in the five-year Capital Improvement Plan (CIP) total around \$9 million.

Nevicosi referred to the budgeted 2023 design projects listed within the table on Page 4 of his Memorandum and noted they remain on Administrative Hold, and will not proceed until released by the Public Works Committee. He requested authorization to remove the Administrative Hold on the LHCC Building Renovation of \$345,000 and Building HVAC/MEP Systems for \$217,500, which will ultimately help design the 2024 budget. The alternative is for the Board of Trustees to direct staff to provide additional information. Nevicosi expressed that Phase I of the plan is a priority for continued operation as a 90-bed skilled nursing facility. He noted the proposed design work for converting a vacant wing to a Community Based Residential Facility would not begin until 2025. Nevicosi assured the Board there will be plenty of opportunities between phases to adjust or abandon specific pieces of the plan.

Associate County Engineer Vince Simek spoke briefly emphasizing the importance of completing the design work and planning of the various construction phases, which needs to coincide with the movement of the residents.

**Supervisor Holt offered a motion, second by Supervisor Schaefer, for the LHCC Board of Trustees to recommend, to the Public Works Committee, the release of the Administrative Hold on the 2023 funds. Motion carried 5-0.**

7b. SWOT Analysis Review as Part of the 2023 Walworth County Strategic Planning Process

Walworth County Administrator Mark W. Luberda referred to and provided a brief overview of his Memorandum and supporting documentation (Pages 9-23 of the packet) relative to committee input for the SWOT Analysis Review as Part of the 2023 Walworth County Strategic Planning Process. Luberda asked the Board members to review the existing SWOT analysis document that appears in the 2023 Adopted Budget document (Pages 38-47) and for this matter to be placed on the March LHCC Board of Trustees agenda, where the Board will be asked to approve a motion with any suggestions for additions, subtractions, expansions, etc. to the current document referred to Appendix C.

Supervisor Holt expressed concern relative to the potential design work for converting a vacant wing at LHCC to a Community Based Residential Facility and the need to incorporate a way to either educate, attract or create the staff required to fulfil that goal into the long-term plan. Holt suggested making this a top priority in order to operate at goal capacity as planned. Luberda explained the options available that will allow the Board to assemble in order to discuss and strategize how SWOT and strategic planning fit best with LHCC. Chair Monroe offered the option of placing the subject of “Staff Fulfillment” on future LHCC agendas for discussion.

### **Reports**

#### **8a. 2023 Facility Assessment**

Nursing Home Administrator Denise Johnson provided a brief overview of the Centers for Medicare & Medicaid Services (CMS)-required 2023 Facility Assessment (Pages 24-54) and noted this assessment will help determine the resources necessary in order to care for the residents on a day-to-day basis and during emergency situations.

#### **8b. Business Activity Report**

Johnson reviewed the Nursing Home Administrator’s Report – thru December 2022, which was included in the packet (Pages 55-56); summarizing worker’s compensation, overtime costs, staff call ins, average daily census, patient payer mix, aging balances, and resident accounts 90+ past due over \$30,000.

#### **8c. Hiring Update**

Johnson referenced the Nursing Department Vacancies Report on Page 57 of the packet and detailed the Hiring Notes included in the document. Discussion ensued relative to starting pay of CNAs at Aurora in comparison to Walworth County.

#### **8d. COVID Update**

Johnson referred to and briefly summarized her Memorandum included in the packet (Page 58).

**Correspondence** – There was none.

### **Announcements**

#### **10a. Invitation to Join Gateway Board of Health**

Johnson reported that Tracy Bernando, Director of Nursing, was invited to join the Gateway Board of Health. Once more information is available, an update will be provided.

**Upcoming Events** – There was none.

**Confirmation of next meeting date and time:** The next meeting was confirmed for Wednesday, March 22, 2023 at 1:00 p.m.

### **Adjournment**

**On motion and second by Supervisor Holt and Supervisor Schaefer, Chair Monroe adjourned the meeting at 1:55 p.m.**