



UNAPPROVED MINUTES
Bloomfield Commission
Tuesday, December 19, 2017, 1:30 p.m.
Bloomfield Healthcare and Rehabilitation Center
3151 County Rd CH
Dodgeville, Wisconsin

**Iowa
County
Wisconsin**

1	Meeting was called to order at 1:32 p.m.
2	Roll Call: Present: Anderson; Jinkins; Palzkill; Paull and Thomas. Others present: Bierke; Greeneway; Linda Larsen; Crook; Duve; Smith; Tarrell; Vondra and Oellerich.
3	Approve the agenda for this December 19, 2017 meeting. Motion by Paull to approve the agenda of the December 19, 2017 meeting. Motion second by Palzkill. Aye: 5; Nay: 0. Motion carried.
4	Approve the minutes of the November 21, 2017 meeting. Motion by Anderson to approve the minutes of the November 21, 2017 meeting. Motion second by Paull. Aye: 5; Nay: 0. Motion carried.
5	Report from committee members and an opportunity for members of the audience to address the Committee. No action will be taken. Palzkill commented on the new bus and would like to see a plaque on the dash that states the bus is provided by the Campbell funds. Jinkins noted the item would be on the next meeting agenda.
6	Campbell Fund priority listing update. Greeneway stated the process continues on quilts for resident beds. Bloomfield will be receiving two quilts per month. Research into a hospice suite continues along with the bed management agenda.
7	Federal survey report. Greeneway stated the federal survey plan of correction is approved. A state survey team could follow-up to make sure the facility is in compliance or a desk review could happen. Anderson asked about the federal deficiencies. Greeneway stated there were nine deficiencies including water droplets on pans; care plans and insulin pens, which pen use has been discontinued. The federal surveyors asked Life Safety Code questions but were not as thorough as the Life Safety Code state survey. Bloomfield had 10 days to respond to the citations with a plan of correction. The plan of correction was submitted on December 1.
8	Mission Statement approval. The proposed mission, vision and value statements were reviewed and changes made. Motion by Anderson to approved the Mission, Vision and Value statements with changes. Motion second by Paull. Aye: 5; Nay: 0. Motion carried. Mission Statement adopted: "Compassionate care while improving quality of life in life's health transitions." Vision Statement adopted: "A home where residents want to be and staff choose to work." Our values adopted: - Demonstrate compassion, respect and dignity in all interactions; -Continuously improve quality in everything we do; -Develop and support partnerships with healthcare professionals; -Engage residents in their communities
9	Chairman's Report. Dr. Jinkins announced that Palzkill has intentions to retire from the Bloomfield Commission and County Board. Palzkill has been involved with Bloomfield for approximately 58 years. Jinkins noted an e-mail from Larry Bierke, County Administrator to forward any e-mails from ESI to the County Administrator's office.
10	Activities Report – Kari Grady was not in attendance.

11	Dietary Report – Mary Crook reported the dietary department is interviewing for a PM cook and getting ready for the holidays. Paull inquired about the SUN meal contract. Greeneway has been in contact with McManus and an item they are working out is the pricing for over 50 meals, which will go back to the SUN committee for approval.
12	Social Services Report – Emily Smith reported in November 2017 there were 26 referrals with five accepted/admitted; 12 denied and nine accepted/lost. There were three discharges home in November. Smith has experienced a few struggles with referral sources and follow-up communication as to why the referral was lost. Most referrals are 30 to 40 pages. In general, Smith is working on increasing census. Discussion continued on referral specifics.
13	Environmental Services Report – Jake Tarrell reported that Bierke and Tarrell met with the DNR regarding phosphorus limitations. Bloomfield will be issued a new permit effective in 2018. The DNR estimate is April, 2018. The phosphorus limit is likely to be 1.1 limit, which is considerably higher than the original limit of .0075. Davy Engineering believes that limit can be met by chemical engineering. A temporary plan could be set up for less than \$20,000 (unsure on cost) to get by for a while until a decision is made regarding Bloomfield's future. In the next CIP that will be budgeted. Palzkill asked about leeway. Tarrell stated possibly two years, which would be time to get a plan together. Tarrell doesn't have the numbers on a monthly fee for adding chemicals. Sludge would go into the sludge-holding tank and the same one can be used. Palzkill shared his thoughts about deposing of the Bloomfield building. Anderson said the DNR is also watching the amount of phosphorus on ag land. Thomas shared his thoughts on planting pine trees and recycling the sludge on that land. Anderson asked if more farmers are needed to accept the sludge and referred to a clause in the county crop ground rental agreement. Jinkins asked if there were requirements regarding organic farming and pharmaceuticals in the sludge. David Beyer, State Life Safety code surveyor passed away recently.
14	Nursing Services Report – Jamie Duve reported at the recent Bloomfield career fair there were two candidates and one applicant. Current staffing needs include one-day nurse; one PM nurse; 1 night nurse and two C.N.A. night shift openings. There currently are two viable C.N.A. candidates and interviews are ongoing. One C.N.A. recently left. Duve stated staffing pattern is coinciding with current census. Bierke, County Administrator commented on the exit interview process. Paull asked if we know why candidates may decline taking a job at Bloomfield. Duve stated the hiring process has improved. Tarrell concurred the process has been better. Viable candidates are required to pass a drug screen and physical before they can be officially hired. Thomas stated candidates might negotiate a better position where they are currently employed.
15	Business Office Report – Mark Vondra distributed the Campbell Fund Report as of 11/30/17: CD's: \$550.000; Premier checking account: \$17,612.22; LGIP - \$27,246.05; Interest Earned YTD: \$5,112.65; Expenses YTD: \$84,448.65. Jinkins asked about the WI State Journal subscription. Vondra said that was the annual bill. Vondra distributed the unaudited monthly financial report through 10/31/17. The final supplemental payment for 2017 has been received, this week, in the amount of \$254,900. Thursday, January 11 will be the Staff Appreciation Party.
16	Administrator Report – Todd Greeneway presented his printed report. The daily census for November was 49 and the average daily census for 2017 is 51.7. Current census is 53. Greeneway will be forwarding a draft of the marketing plan to Commission members before the next meeting. Greeneway is working on staffing adjustment plans, recruitment & retention and education. Paull stated there is talk about cross-training in the county. Discussion ensued on possible cross-training opportunities at Bloomfield.

16	Bierke will be asking the county board to host a county board meeting in February at Bloomfield. The proposed date is February 20 at 6 p.m. In the spring, a bus tour of all county facilities will take place with new county board members. Greenway would like to talk about department head attendance at commission meetings, as well as, the marketing plan at the next commission meeting. Greenway and the PAC committee are working on employee satisfaction surveys and plans on holding listening sessions with staff in the new year. Palzkill feels comfortable in telling people that Bloomfield has a good rehab department. Greenway stated that Greenfield Rehabilitation would be doing an independent marketing plan.
17	Other Business. None.
18	Next meeting date. The next meeting will be Tuesday, January 23 at 1:30 p.m.
19	Adjournment. Motion by Paull to adjourn the meeting. Motion second by Palzkill. Aye: 5; Nay: 0. Motion carried. Meeting adjourned at 2:54 p.m.
	<i>Minutes by Karen Oellerich; Reviewed by Ken Palzkill, Secretary</i>