WAUKESHA COUNTY HEALTH AND HUMAN SERVICES
JOINT CONFERENCE SUB-COMMITTEE
MINUTES
Monday, June 6, 2011

Board Members Present: Michael O'Brien, Joe Vitale, Dennis Farrell, Janel Brandtjen

Board Members Excused: Pauline Jaske

Staff Members Present: Dr. James Rutherford, Dr. Rada Malinovic, Dr. Michele Cusatis, Janet Rasmussen, Cindy Buchholz, Pat Russell, Mary Lu Visauer, Alison Lighthall

Staff Members Excused: Mike DeMares, Janet Koller

Chair O'Brien called the meeting to order at 1:31 p.m.

Announcements:
No announcements.

Minutes:
The March 7, 2011 Joint Conference Committee Meeting Minutes were reviewed.
MOTION: Dennis Farrell made a motion seconded by Janel Brandtjen to approve the minutes of the March 7, 2011 meeting as published. All voted, unanimous and the motion carried.

Hospital Statistics:
Dr. Cusatis reported on the hospital statistics through April. Year-to-date there has been a total of 359 admissions and 350 discharges. The average length of stay is 6.2 days compared to the budget amount of 6.3 days. Average daily census has been 19 and average beds occupied has been 21.5. Total revenue for the year is $664,751. T-19 revenue of $8,900 in April was the first received for the year.

Dr. Cusatis explained that many T-19 recipients are actually in HMOs and their payments will be recorded under insurance. Straight T-19 reimbursement tends to be individuals under the age of 21 who do not have another insurance source; with law changes allowing young adults to stay on their parent's insurance longer, more young adults may have insurance coverage than in the past.

Due to a change in electronic billing, Medicare payments are now sent to the County Treasurer and are then transferred to HHS. The first time this transfer occurred was April and resulted in revenue posted in HHS in early May. Subsequent payments will be transferred when received.

There were 89 admissions and 89 discharges during the month of April. The average length of stay to date is 6.9 days compared to our 6.3-budget target.
MOTION: Janel Brandtjen made a motion pending further discussion with Russ Kutz regarding new Medicare payment system, seconded by Dennis Farrell to accept the April year to date statistics report. All voted, unanimous and the motion carried.

Performance Improvement:
Janet Rasmussen reported the following departments have met all of their Performance Improvement standards for this quarter: Infection Control, Housekeeping, Lab, Pharmacy, Occupational Therapy, and Psychology. The following departments did not meet their threshold in one or more areas for this quarter: Social Work was below compliance thresholds in one area; Medical Services had three areas below compliance; Inpatient Psychiatry had three areas below compliance; Seclusion and Restraint was below compliance in one area; Radiology- two areas below compliance. Plan of correction has been received. Health Information was below compliance thresholds in three areas. Observation/training of psych techs regarding documentation of patient rounds has been completed by nursing administration. Review of Psych Evals for evaluation of sexual history has been completed and will now be added to the regular quarterly review process. Initial reviews for chart corrections, completion of rounds sheets and review of sexual history on the nursing database are in process.
MOTION: Janel Brandtjen made a motion seconded by Michael O'Brien to approve the Performance Improvement report as stated. All voted, unanimous and the motion carried.

Utilization Review:
No report - Janet Koller excused.

Medical and Psychological Staff:
Dr. Rutherford requested committee approval of the reappointment of Dr. William Bruns, *locum tenens* psychiatrist who has worked here in the past and will return for two weeks in August.
MOTION: Janel Brandtjen made a motion seconded by Dennis Farrell. All voted and the motion carried.

Dr. Rutherford requested committee approval of the appointment of Lynda Dahlke Ph.D. to the active psychology staff.
MOTION: Janel Brandtjen made a motion seconded by Joe Vitale. All voted and the motion carried.

The recommendations will be forwarded to the HHS Board for approval. Karen Cooper will follow up with letters needed for committee review and signature.

Hospital Services Update:
No policies for approval.

Dr. Cusatis reported on the current remodeling project in medical records to improve storage and ergonomics.

New low maintenance landscaping is being planted and pruning of existing trees and shrubs is being done around the building for security purposes and protection of entryways from the elements. This will include a new garden area in the inpatient courtyard for Occupational Therapy staff to work with patients.

We are hosting CIT training this week for law enforcement. A number of HHS staff are participating as presenters.

Next meeting agenda items:
Dr. Cusatis mentioned we would have another locum tenens psychiatrist for approval at next meeting.

The next meeting will be on Monday, September 12, 2011 at 1:30 p.m.

Adjournment:
There was no other business.
MOTION: Joe Vitale made a motion seconded by Dennis Farrell to adjourn the meeting. All voted, unanimous and the motion carried. The meeting adjourned at 2:24 p.m.

Respectfully submitted,

Karen Cooper
Recorder

Approved by: Michael J. O'Brien Date: 9/12/01