

SHEBOYGAN COUNTY ORDINANCE NO. 16 (2006/07)

Re: **Amending Tables of Organization of Health Care Centers to Adjust Positions Based on Current Census Levels**

WHEREAS, the Health Care Centers administration and Health Care Centers Committee are continually reviewing staffing requirements and seeking adjustments to become more efficient and effective, particularly in light of changing census levels, and

WHEREAS, several positions on the Health Care Centers Table of Organization (T/O) have remained vacant over the past several months, and it has been determined that the positions may be eliminated or modified from the T/O altogether as follows:

- A. Sunny Ridge: The reduction of 1 Billing Clerk, .2 Central Supply Coordinator, 1 Nurse Supervisor, 2.4 Registered Nurse, 3.2 Licensed Practical Nurse, 14.8 Certified Nursing Assistants, 1 Social Worker, 2 Activity Therapists, .2 Cook, .2 Food Service Worker II, 4 Food Service Worker I/Student, 1 Maintenance II, 1.2 Housekeeper I/Student, .4 Laundry Worker;
- B. At Rocky Knoll the reduction of 1.2 Registered Nurse, .4 Licensed Practical Nurse, 1 Activity Therapist, 1 Activity Therapy Assistant. At Rocky Knoll an increase of 54 Certified Nursing Assistants, 1.5 Social Worker;
- C. At Rocky Knoll, the elimination of 1 Director of Health Care Centers, 1 Assistant Administrator, 64 Attendants, 1.6 QMRP (Qualified Mental Retardation Professional)

and

WHEREAS, the present and proposed Table of Organization reflecting these changes would be as follows:

	Present	Proposed
	FTE	
<u>40.02(I)(1) - ROCKY KNOLL</u>		
<u>Administration</u>		
Administrator – Director of Health Care Facilities	1	1
Assistant Administrator	1	0
Director - Clinical Programs	1	1
Admissions Coordinator	0	1
<i>[Note: This position was created by Ordinance No. 12 (2006/07) on September 23, 2006; however, this position would become effective no earlier than January 1, 2007, or on a date that the County determines it will continue to own and operate two health care centers.]</i>		
Receptionist/Student Receptionist	1.6	1.6
Central Supply Coordinator	1	1
Staffing Coordinator	1.6	1.6
Administrative Secretary	1	1

<u>Nursing</u>		
Director - Nursing	1	1
Assistant Director – Nursing	1	1
Nurse Supervisor	3	3
Resident Assessment Coordinator	2	2
Registered Nurse	23.2	22
Licensed Practical Nurse	20.4	20
Certified Nursing Assistant	60	114
Attendant	64	0
Certified Medication Assistant	2.8	2.8
 <u>Health Information Services</u>		
Director - Health Information Services	1	1
Health Information Secretary	3	3
 <u>Social Services</u>		
Psychologist	.8	.8
Director - Social Services	1	1
Social Worker	2.5	4
QMRP	1.6	0
 <u>Activities</u>		
Activity Director	1	1
Activity Therapist	4	3
COTA	1	1
Activity Therapy Assistant	3	2
 <u>Dietary</u>		
Dietician	1	1
Director - Food Services	1	1
Cook	2	2
Food Service Worker II	3	3
Food Service Worker I/Student Food Service Worker	14	14
 <u>Maintenance/Housekeeping/Laundry</u>		
Building Services Director	1	1
Maintenance Worker II	4	4
Maintenance Worker I/Student	.2	.2
Housekeeper III	1	1
Housekeeper I/Student Housekeeper I	9.65	9.65
Laundry Worker	3.6	3.6
Full-time Equivalent Maximum	244.95	231.25
 <u>40.02(I)(2) - SUNNY RIDGE</u>		
<u>Administration</u>		
Administrator	1	1
Billing Supervisor	1	1
Billing Clerk	3	2
Assistant to the Administrator	1	1
Receptionist/Student Receptionist	1.5	1.5
Central Supply Coordinator	1.4	1.2
Staffing Coordinator	1	1

Staffing Clerk	.6	.6
<u>Nursing</u>		
Director - Nursing	1	1
Assistant Director of Nursing	1	1
Nurse Supervisor	4.5	3.5
Resident Assessment Coordinator	2	2
Registered Nurse	17.4	15
Licensed Practical Nurse	19.2	16
Certified Nursing Assistant	120.8	106
Certified Medication Assistant	5.6	5.6
<u>Health Information Services</u>		
Director - Health Information Services	1	1
Health Information Secretary	3	3
<u>Social Services</u>		
Director - Social Services	1	0
<i>Note: This position was deleted by Ordinance No. 12 (2006/07) on September 23, 2006; however, this position elimination would become effective no earlier than January 1, 2007, or on a date that the County determines it will continue to own and operate two health care centers.]</i>		
Social Worker	4	3
<u>Activities</u>		
Director - Activities	1	1
Activity Therapist	5	3
Activity Therapy Assistant	1	1
<u>Dietary</u>		
Director - Food Services	1	1
Cook	3	2.8
Food Service Worker II	3	2.8
Food Service Worker I/Student Food Service Wkr	20	16
<u>Maintenance/Housekeeping/Laundry</u>		
Director - Building Services	1	1
Maintenance Worker II	4	3
Maintenance Worker I/Student	.2	.2
Housekeeper III	2	2
Housekeeper I/Student Housekeeper	11	9.8
Laundry Worker	2.	1.6
Full-time Equivalent Maximum	245.2	211.6

NOW, THEREFORE, the County Board of Supervisors of the County of Sheboygan does ordain as follows:

Section 1. **Amending Health Care Centers T/Os**. Sections 40.02(l)(1) and (2) of the Sheboygan County Code of Ordinances are hereby amended as proposed above.

Section 2. **Amending Section 47.07**. Section 47.07 of the Sheboygan County Code of Ordinances is amended by deleting the following positions from the following grades:

Grade 19	Director of Health Care Centers
Grade 12	Assistant Administrator
Grade 8	QMRP (Qualified Mental Retardation Professional)

Section 3. **Effective Date**. The herein Ordinance shall take effect upon enactment

Respectfully submitted this 16th day of January, 2007.

HEALTH CARE CENTERS COMMITTEE

Michael J. Vandersteen

Michael J. Vandersteen, Chairperson

Charles W. Conrardy

Charles W. Conrardy, Vice-Chairperson

Roger R. Otten

Roger R. Otten, Secretary

Kenneth Conger

Kenneth Conger

George Marthenze

George Marthenze

ENACTED 1.16.2007

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