

**Board of Directors
Champaign County Nursing Home
Urbana, Illinois
March 10, 2014**

Directors Present: Lyn, Hartke, Hodson, Maxwell, Palinkas

Directors Absent/Excused: Banks, Emanuel

Also Present: Busey, Gima, Noffke

1. Call to Order

The meeting was called to order at 6:00 pm by Vice-Chair Palinkas

2. Roll Call

Busey called the roll of Directors. A quorum was established.

3. Agenda & Addendum

Amended Agenda (Item VI. a. removed from the agenda) and Addendum was approved (motion by Hodson, second by Maxwell, unanimous).

4. Approval of Minutes

The open session minutes of February 10, 2014 was approved as submitted (motion by Maxwell, second by Lyn, unanimous).

5. Public Participation

None

6. Compliance Program Update

Mr. Gima provided a compliance program update. The new policy that requires password changes every 90 days is ready to be implemented. CCNH's Privacy Officer, Ashley Sherwood has received MPA's Privacy Policy and Procedure Manual Form. The form is currently being reviewed and edited CCNH. Compliance Officer, Josh Drake has been provided a compliance discipline policy form that will formally include compliance into the existing disciplinary policy. Annual employee compliance training is being started. This will augment the existing new employee compliance training. MPA provided CCNH with a schedule for auditing and monitoring and assigned risk levels to the areas of audit. MPA and CCNH are working to calendar a schedule of auditing.

Mr. Gima reviewed the answers to questions posed by members of the Operating Board after taking the annual compliance online training module.

7. January 2014 Statistics and Financial Management Report

Census remains strong, increasing from 200.7 in December to 203.4 in January. February's census is expected to be around 208. Medicare fell from 19.5 in December to 18 in January. February's Medicare census should be near 18.2. The payor mix in January was skewed due to 970 Medicaid conversion days.

Director Maxwell asked for VA census information. Mr. Gima will begin to provide VA information in future reports. Current VA census is zero after two discharges. Ms. Noffke stated a higher number of VA respite stays.

January's net income was \$51k, which is down from December's net income of \$104k. Two factors impacted January's net income. First, the 970 conversion days reduced revenue by \$50k. Unemployment insurance costs increased from \$4,500 in December to \$34k in January. This increase was expected as premium costs restart at the beginning of the calendar year. Wages per day remained steady at \$83.76 per day in December and \$83.41 per day in January. Non-labor expenses fell from \$92.84 per day in December to \$86.76 per day in January. Agency expenses fell from \$53k to \$37k between December and January. Food costs fell from \$49k to \$44k during the same period.

8. Management Update

A 2/25 article in the Springfield Journal Register stated that in FY2014-15, State revenue could fall by \$1 billion. If that occurs, Medicaid payment delays could occur. Mr. Gima reviewed MPA's past lobbying efforts with the assistance of Metro Counties in discussion with the Governor's office, Office of Management and Budget and the State Comptroller's office to expedite Medicaid payments for CCNH and Illinois County Homes. These efforts will be restarted if there are signs of a payment slowdown.

The Dual Eligible Managed Care Program is scheduled to begin on May 1st. Work continues on contract language negotiations with Health Alliance and Molina Healthcare. Efforts also continue to maintain the IGT payments for Medicaid residents enrolled in the MMAI program.

The new Director of Nursing, Kristi Gearalds has started at CCNH on 3/10. Recruiting of a Social Services Director continues. Director Hodson asked if a MSW is required. Ms. Noffke stated that nursing homes over 180 beds requires a Director with a MSW.

9. Approval of Contract for Meal Delivery System

Ms. Noffke summarized the RFP process to select vendor to provide the Dinex meal delivery system. Bids were received from Direct Supply and Federal Supply. Direct Supply's bid was \$43,637.48, which was \$10,192 less than the Federal Supply bid. Direct Supply's bid was approved. (motion by Hartke, second by Lyn, unanimous).

10. Dietary Services Update

No improvement in management services provided by SDS. Management has been in discussions with another vendor but there are a couple of unresolved issues including demands to use different food vendors. Management will step back and open discussions with all food management services companies that were previously contacted. Mr. Gima discussed the continued difficulty in recruiting a qualified Food Service Director. In

addition to having food service management experience, the Director requires clinical knowledge that includes experience in completing the dietary portion of the Minimum Data Set, interviewing all new admissions regarding dietary concerns, development of dietary related care plans, addressing weight change issues and necessary dietary recommendations in consultation with the Dietician. Finding an individual with this level of experience is difficult and is the primary reason for a food service management company.

11. CLOSED SESSION PURSUANT TO 5 ILCS 120/2(C)2 TO CONSIDER COLLECTIVE NEGOTIATING MATTERS BETWEEN THE COUNTY AND ITS EMPLOYEES OR THEIR REPRESENTATIVES. (motion by Maxwell, second by Hartke, unanimous roll call vote)

12. Next Meeting Date

Monday, April 14, 2014, 6:00 p.m.

13. Adjournment

Vice-Chair Palinkas declared meeting adjourned at 7:45 pm.

Respectfully submitted

Scott T. Gima
Recording Secretary