

**Board of Directors
Champaign County Nursing Home (CCNH) –Minutes
Urbana, Illinois
October 17, 2016**

Directors Present: Emanuel, Anderson, Banks, Busey, Hodson, Sutton

Directors Absent/Excused: Cowart

Also Present: Drake, Gima, Noffke, Nolan, Petrie, Snider

1. Call to Order

The meeting was called to order at 6:01 p.m. by Chair Emanuel.

2. Roll Call

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

3. Approval of Agenda

The agenda was approved as distributed (motion by Busey, second by Anderson, unanimous).

4. Approval of Minutes

The open session minutes of September 12th, 2016 were approved as distributed (motion by Busey, second by Anderson, unanimous).

5. Public Participation

David Laker distributed a letter and a brochure to board members in support of the quarter-cent sales tax on the upcoming November ballot.

Mary Schultz asked board members to provide updates in regards to any efforts being made to serve hot meals to residents, to install steam tables, to keep kitchen supplies stocked and to reduce the turnover rate at the nursing home. Ms. Schultz noted that recent comments in the News-Gazette are misleading and inaccurate.

Pattsi Petrie reported that she sent a letter to the governor in order to address the issue of cash flow at the nursing home. Ms. Petrie asked board members to discuss the nursing home's cash position during the meeting.

Josh Drake commented that negative publicity in the press about the nursing home hurts admissions and negatively impacts staff members' morale.

Richard Kruidenier noted that residents at the nursing home are nervous and anxious about the possibility of the nursing home closing. Mr. Kruidenier asked the board to continue discussions of the nursing home financial positions at next month's meeting.

6. Communications

Ms. Emanuel noted that the discussion of steam tables will occur during the dietary report of the management report item. Updates in regards to pending Medicaid applications and the turnover rate will also be covered.

Ms. Hodson thanked Bonnie Specchio of Rantoul for the landscape and gardening work she completed outside of the nursing home.

7. Quarterly Compliance Update – Josh Drake, Compliance Officer

Mr. Drake noted that 30 billing audits were completed during the last quarter at the nursing home. Audit topics included Medicare, doctor's signatures, employee screenings, HIPAA, resident rights, care planning and staffing among many others. A corporate compliance meeting will be held on October 28th and Compliance Week will be held from October 24th – 28th.

Ms. Emanuel asked if there were any findings in the audits that should be reported to board members. Mr. Drake noted that there were no significant findings.

Mr. Snider asked Mr. Drake to elaborate on the Compliance Week activities and whether they tie back to results of the health inspections. Mr. Drake noted that the activities do not specifically pertain to the health inspections; they are related more to generic HIPAA compliance knowledge.

8. Quality Report

Ms. Noffke reviewed the report; noting new measurements including “% of residents whose ability to move about independently worsened” and “residents who made improvements in functions”. She stated there are also new claims-based measures including “successfully discharged back to the community”, “re-hospitalization after nursing home admission”, and “outpatient emergency-room visits”. These were all rolled in beginning in July. She stressed the importance of working closely with home health-care.

Mr. Gima stated that CMS (Medicare) will be moving in 2019 to value-based reimbursement; so these claims-based measurements will impact the reimbursement. If the Nursing Home numbers for these measures are above the national average, the Nursing Home will see reduced Medicare reimbursement.

9. Management Report

a. Strategic Plan 2017

Ms. Emanuel distributed a packet of Strategic Initiatives for 2017 and noted that discussion will be held at the November board meeting.

b. Management Report

Mr. Gima addressed the CNA turnover rate. He discussed the concerted effort to hold staff accountable for their actions; leading in some cases to disciplinary actions. Ms. Noffke reviewed the separations due to performance issues (attendance). She noted the Union has been supportive of the disciplinary action taken.

Mr. Anderson noted the Nursing Home is establishing good policy on training and expectation of its staff. He questioned whether this will be a cultural change.

Ms. Busey commented she would like to see the HR Director and Director of Nursing document how this program (their combines effort) is different than how CNAs have been managed in the past; and how this is aligned with improving the turnover rate. She requested these two roles provide feedback to this committee to monitor how their initiatives are working. If

improvements are not made, she would like to hear how they intend to address it and what changes they will make.

Mr. Anderson suggested the recruitment process be examined. He stressed the money that could be saved with a reduction in turnover. He stated the solution might be found in the successes; rather than in the failures.

Ms. Hodson asked how many of the separations were due to attendance versus other performance issues. She commented she expects these numbers will not improve due to the media coverage regarding the future of the Nursing Home.

c. Cash/Medicaid Application Update

Mr. Sutton asked about the Accounts Payable. Mr. Gima stated the interest incurred by the Accounts Payable vendors is low; the majority have not charges interest on late payments. He does not expect that trend to continue. Mr. Gima commented part of the problem is that because the Nursing Home is a government-owned/operated entity, it is prohibited from obtaining lines of credit.

He stated a second issue is the 50+ open Medicaid applications; some of which go back to 2014. According to Mr. Gima, this is due to a staffing issue at the State level (Decatur hub). Mr. Gima stressed the need for the State to address the situation. The current financial status at the Nursing Home is not sustainable.

Mr. Anderson asked what MPA's plan is to consolidate expenditures and reduce operating expenses in order to buy time until the State pays. Mr. Gima responded operationally, we don't have viable options to significantly reduce our operating expenditures.

d. Dietary Update

Ms. Noffke stated a new Dietary Manager started a few weeks ago. She has been filling in as a cook (due to a shortage). One dry table has arrived and is in place in Unit 2; the other is still on order. The target to transition meal service within the dining rooms is mid-November. She will address the concerns raised by Ms. Schulz during public participation.

Mr. Snider asked if the information from the dietary survey are tracked separately and whether the scores (historically) on the individual questions are kept. He questioned how we would measure whether the goal is being met, with regard to serving hot meals.

10. Other Business

None

11. Closed Session pursuant to 5 ILCS 120/2©11 to Consider Litigation that is Probable or Imminent Against Champaign County

MOTION by Busey to enter Closed Session pursuant to 5 ILCS 120/2©11 to consider litigation that is probable or imminent against Champaign County, and for the following individuals to remain present: Scott Gima, Rick Snider and recording secretary.

Roll call vote:

Aye: 6 – Emanuel, Anderson, Banks, Busey, Hodson, Sutton

Nay: 0

Motion carried.

The Champaign County Nursing Home Board of Directors entered Closed Session at 7:46 p.m.

The Champaign County Nursing Home Board of Directors resumed Open Session and adjourned the meeting at 8:05 p.m.

12. Next Meeting Date & Time

The next meeting date and time for the monthly Nursing Home Board of Directors is Monday, November 14th, 2016 at 6:00 p.m.

13. Adjournment

Chair Emanuel declared the meeting adjourned at 8:05 p.m.

Respectfully submitted:
Brian Nolan
Recording Secretary