

**Board of Directors
Champaign County Nursing Home
Urbana, Illinois
June 9, 2014**

Directors Present: Banks, Emanuel, Lyn, Hartke, Maxwell

Directors Absent/Excused: Hodson, Palinkas

Also Present: Busey, Noffke

1. Call to Order

The meeting was called to order at 6:00 pm by Chair Emanuel

2. Roll Call

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

3. Agenda & Addendum

Agenda was approved (motion by Hartke, second by Lyn, unanimous).

4. Approval of Minutes

The open session minutes of May 12, 2014 were approved as submitted (motion by Banks, second by Hartke, unanimous).

5. Public Participation

Champaign County Board Member Pattsy Petrie addressed the Board regarding the Nursing Home's participation in Health Fairs and asking the Board's consideration of hiring a Certified Management Accountant to evaluate management of the Nursing Home.

David Laker, family member of a Nursing Home Resident, expressed his concerns about the dietary food services, with a particular emphasis on the need for improving the delivery of meals to the residents.

6. Administrator's Report – Quality

Ms. Noffke provided an update regarding the incidence of high risk pressure ulcers, which is a quality measure the Nursing Home works aggressively to manage. The last measure of the Home's incidence of high risk pressure ulcers was about 3% of the Home's population, which is less than half of both the state and federal incident rates.

7. Management Report – Compliance Program Update

Ms. Noffke reported the annual review of CCNH's compliance program was conducted on May 23, 2014. MPA Quality Improvement Specialist Andrew Buffenbarger and Compliance Managers Margaret Scavotto and Elizabeth Parker conducted a site visit on that date. The site visit included interviews with Home personnel and a review of policies and documentation of compliance at CCNH. Ms. Noffke also noted that annual Compliance Training for the members of the Board of Directors will begin in July. The Board requested that MPA provide a more complete status of the Compliance Program in July.

8. Management Report – Food Service Management Services

A proposed change in food service providers was discussed. MPA presented a recommendation to contract with Healthcare Services Group to provide management, dietician management and supervisory services for food service at CCNH. MPA, on behalf of CCNH, has entered into a Memorandum of Understanding with Healthcare Services Group on a temporary basis to provide these services, until a contract can be adopted by the Board of Directors.

Motion by Hartke, second by Banks, to approve a contract with Healthcare Services Group to provide management, dietician management and supervisory services for food service at CCNH, said contract to be subject to review by the State's Attorney and final adoption and ratification by the Board of Directors at their July 9th Meeting. Motion was approved.

9. Management Report – Strategic Metrics Update

The Board of Directors further directed MPA to include contract dietary goals in future reporting of metrics, with the first report of those metrics to be provided in July.

An update of progress in achieving strategic metrics was presented. It was noted that the Medicare 30 day readmission rate for April was 11% compared to the national average of 19.8%. The Home's employee turnover rate is high, particularly in the job classifications of CNA and dietary service worker positions. Several members of the Board discussed their concerns regarding the shortage of workers in these positions. Hartke stated the need to focus on solutions based discussions with regard to the issues surrounding management staffing – including consideration of hiring additional management staff. In further discussion, the Board agreed and directed MPA to provide recommendations at the July Meeting for solutions in the following problem areas:

- Employee turnover
- Recruiting
- Vacant Manager Positions
- Employee Accountability

10. Management Report – March 2014 Statistics and Financial Management Report

Information regarding March and April census data, payor mix, admissions and discharges, income and expenditures, and net income was presented. Cash balance ending in March was \$660,010, and in April \$556,637. Net income for April was \$26,381 making the fifth straight month of Nursing Home operation in the black on a net basis.

11. Management Report – Management Update

It was reported that the Medicaid pending applications are becoming a serious issue with respect to cash flow. In addition, the Intergovernmental Transfer payments from the State have been delayed. The situation is further exacerbated by the fact the Legislature approved a budget that may further delay Medicaid reimbursements. MPA continues to work with other County Nursing Home through the County Nursing Homes Association to convince the Governor to treat County Nursing Homes as safety net providers, a designation which guarantees expedited Medicaid reimbursements.

On a positive note, the Legislature recently adopted Senate Bill 741 which should result in an increase in the Medicare reimbursement rate.

12. Other Business

The Board of Directors reviewed the final language for the 3-year contract with MPA for Management Services for CCNH and recommended forwarding it to the County Board for adoption.

13. Next Meeting Date & Time

The next meeting date and time for the Nursing Home Board of Directors is Monday, July 14, 2014 at 6:00pm.

14. Adjournment

Chair Emanuel declared meeting adjourned at 7:05 pm. (motion by Hartke, second by Banks, unanimous)

Respectfully submitted

Deb Busey
Recording Secretary