

**Board of Directors
Champaign County Nursing Home (CCNH) –Minutes
Urbana, Illinois
January 8, 2018**

Directors Present: Anderson, Emanuel, Hartke, Hodson, Sutton

Directors Absent/Excused: Banks

Also Present: Asplund, Busey, Colbrook, Ciyou, Koenig, Petrie, Reznik, Weibel

I. Call to Order

Chair Anderson called the meeting to order at 6:00 p.m.

II. Roll Call

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

III. Approval of Agenda

The board approved the agenda as distributed (motion by Emanuel, second by Hodson, unanimous).

IV. Approval of Minutes

The board approved the minutes from December 7, 2017, as distributed (motion by Hartke, second by Hodson, unanimous).

V. Public Participation

Richard Kruidenier asked why this meeting does not start at 6:30 p.m., like the other County Board meetings. He expressed concern regarding the end of Cathy Emanuel's term on this Advisory Board. Mr. Kruidenier stated it is difficult to make a 6:00 p.m. meeting when the dinner service does not start until 5:00 p.m.

David Laker stated he does not get to serve his wife dinner on evenings when this meeting takes place, because of the time it starts. Mr. Laker commented he believes Sysco is not providing a quality product. According to him, dinner service is scheduled to start at 5:00, but many evenings it does not begin until 5:40 p.m. Mr. Laker stressed the importance of public comments being part of the documented public record.

Pattsi Petrie expressed appreciation for the marketing plan and encouraged the board to tailor the plan to this community's needs.

VI. Communications

Ms. Hodson provided copies of the call for artists for the Art Fare in February.

VII. Approve 2018 Calendar of Meetings

Mr. Sutton noted May 8 is a Tuesday. All agreed to change the date to May 7. All agreed to change the meeting time to 6:30 p.m. (Motion by Hodson, second by Hartke; unanimous)

VIII. Management Update

A. November Financials

Suzanne Koenig reviewed the summary statement included in the packet. The net loss decreased for November. In response to a question by Ms. Hodson, Ms. Reznik responded the Medicare census is eight today.

B. Marketing Update & Plan

Suzanne Koenig discussed the marketing plan included in the packet. Ms. Koenig commented SAK will work with the University Marketing students. This service will be free to the Nursing Home.

C. Perception of Care Discharge QA Protocol & Discharge Survey

Suzanne Koenig stated SAK dismissed the survey agency the Nursing Home was previously using. She noted SAK created and will conduct the surveys moving forward. According to Ms. Koenig, the response rate is 10%. Mr. Anderson requested the survey include information that will provide the ability to discern the length of the person's stay. Mr. Sutton noted the arrangement of the response columns is confusing.

IX. Chair's Report

A. Discussion of assignment and content for the February 12, 2018 – 6:30 p.m. Nursing Home Board of Directors quarterly report presentation to the County Board for the quarter ending 12/31/17

The quarterly report will be presented at the February 22, 2018 Full County Board Meeting, not on February 12 as listed on the agenda. Mr. Anderson suggested this board review the presentation at the next meeting on February 12, prior to the County Board meeting. Mr. Anderson volunteered to put together the elements (outline) for the presentation. Ms. Hodson recommended the report include other items in the report, including Public Relations and Marketing.

B. Status of IDPH's December 2017 inspection of CCNH

SAK received a response from the state, reporting the findings. A final report will be available once SAK has responded to the initial report.

X. Next Meeting Date & Time

Monday, February 12, 2018 at 6:30 p.m.

XI. Adjournment

Mr. Anderson declared the meeting adjourned 6:58 p.m.

Respectfully submitted:
Tammy Asplund
Recording Secretary