

Minutes

Operating Board of Directors DeKalb County Rehab & Nursing Center July 12, 2017

Note: These minutes are not official until approved by the Rehab & Nursing Operating Board at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.

Present Directors: Jeff Whelan, Rita Nielsen, Ferald Bryan, Greg Millburg
Absent Directors: Misty Haji-Sheikh

Also Present: Gary Winschel

Jeff Whelan called the meeting to order at 7:05 am.

Motion: Ferald Bryan moved to approve the agenda, Rita Nielsen seconded the motion.

Voice Vote: Jeff Whelan asked for a voice vote on the approval of the agenda. All Members voted yea. Motion carried unanimously.

Motion: Ferald Bryan moved to approve the May 2017, Operating Board minutes, Rita Nielsen seconded the motion.

Voice Vote: Jeff Whelan asked for a voice vote on the approval of the minutes. All Members voted yea. Motion carried unanimously.

Public Comments: There were no public comments.

Old Business: None

New Business: None

Management Report:

Operations and Finance:

Gary Winschel gave a report:

May Financial Statements reflect a gain of \$36,455, which gives the Home a year-to-date Net Income of \$74,069, but has it \$158,298 below the year-to-date budget. The following occupancy table compares year-to-date actuals to year-to-date budget.

During May, Revenues were over budget by \$86,936, while expenses were over by \$96,955- resulting in Net Income being under budget by \$10,019. The attached Actual vs. Budget Statement of Operations highlights the differences by department. Private Pay Revenues exceeded budget by \$167,781, while Medicaid and Medicare Revenues were lower than budget by a combined \$108,420. Mr. Winschel discussed the continued slowdowns in approving Medicaid Pending accounts is keeping more residents in Private pay status. Interest income was over budget by \$16,938, as \$22,500 was accrued on the loan to the County (mid Jan. – May). Nursing expenses were over budget by \$23,575. Agency usage continues to drop, as does the overstaffing needed to train new hires. Administration expenses were \$61,344 over budget due to the first and final payment on a case settled several years ago.

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The following entry continues to be made:

1. Medicaid revenue adjustment decreasing booked revenue by 5% to account for Medicaid overpayments resulting from a lack of published 2017 rates.
2. Total ADC of 175.4 is 1.4 over budget

The May ADC increased by 3.5, coming in over budget by 1.4; Medicare census was 4.5 under budget, Medicaid census was 7.1 lower than budget and Private Pay was 13.0 over.

Net Revenues are over budget year-to-date by \$91,312. Private Pay revenue year-to-date exceeds y-t-d budget by \$615,860. Medicaid revenue y-t-d is below budget by \$378,757. The imbalance between these two is due in a large part to the State's lack of converting Pending Medicaid accounts. Expenses y-t-d are over budget by \$249,610. Nursing is over budget by \$209,425. Due to Retirements and payouts, PHO and replacement training costs have exceeded \$60,000. Net Income through May 2017 is \$74,069, below budget by \$158,298.

As of Friday, June 30th, the Home's cash balance was \$4,575,194, of which \$2,000,000 is currently being temporarily borrowed by the County for the Jail Expansion.

Bart Becker, Administrator for DCRNC, submitted a report that Gary Winschel read:

I. IDPH

- A. IDPH complaint visit on June 27th and June 28th
 1. One tag F309
 - a. Scope /Severity of "G"
 - b. Concerns that resident sustained a fracture and was experiencing pain.
 2. We are completing the Plan of Correction
 - a. Staff re-education/ post-tests
 3. We are completing an Informal Dispute Resolution
 - a. This argues the legitimacy of the tag(s)
 - b. This may reduce or remove the tag(s)

II. IDPH Life Safety

- A. Annual Life Safety survey took place on April 13th
 1. Tags were cleared retroactive to June 30, 2017

III. Star Rating

- A. The facility overall rating continues to be four stars.
 1. IDPH visits have lowered the overall rating.
- B. Quality Measures continue to be a strong four
 1. Q.M.'s are pushing toward a five star.

IV. New Director of Nursing, Star Maizonet, started on May 1, 2017

- A. She is doing a great job.
 1. Working well with families, residents, and employees.

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V. Staffing Improvements

- A. Continue to hire nurses and C.N.A.'s to replace agency staff.
 - 1. Agency costs dropped significantly between April and May.
- B. Quality of care continues to improve

C. Committee Focus

- 1. We've started a "Focus Committee"
- 2. Meeting at least monthly; but actually more frequently
- 3. Consists of Managers and employees
- 4. Purpose is to enhance staff retention/longevity, motivation/morale, positive attitudes, and some new ideas
 - a. Mentoring program for new employees
 - b. Employee compliment board
 - c. Revised orientation process
 - d. Monthly staff recognition; i.e. ice cream sundaes, etc.

VI. New Radiology Company

- A. Started on May 24th new x ray company is Mobilex USA
- B. Services include: x-rays, venous dopplers, EKG, swallowing tests, etc.
 - 1. This has greatly enhanced timeframes of tests /results
 - a. Digital access to reports via computer/internet
 - 2. It has reduced the need for residents to be sent out to the hospital for certain tests.
 - 3. It has enhanced resident satisfaction/ comfort/ convenience
 - 4. Reduced costs to facility.

VII. Meeting with Kishwaukee Hospital

- A. Meeting with Kish each month
 - 1. Discuss hospital readmissions; within 30 days
 - 2. Kish will be coming to the facility to meet in July
 - 3. Discussing how we can better serve them and vice-versa
 - 4. Facilitates open communication
 - 5. We're able to make changes to better meet the hospital's needs/demands.
 - a. Admitting residents 24/7; as we historically haven't done that.
 - b. Admitting residents that are more clinically complex
 - 6. We're able to discuss the things that we have to offer that our competitors don't have.

Mr. Winschel entered into an open discussion with the Board concerning Management styles. Based on the Homes resident base and overall employee base (all levels), what styles of management could enhance unity?

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Different styles may work, but it was apparent that solid forms of communication are key components to overall success.

Mr. Winschel gave a building project update:

The DeKalb County State's Attorney's office is currently reviewing the Architect (Larson and Darby) contract, the Construction Manager (Ringland-Johnson) contract and the General Conditions Contract.

Executive Session:

No closed session took place

Next Meeting: September 13, 2017, at 7:00 a.m.

Motion: Rita Neilson moved to adjourn the meeting, Greg Millburg seconded the motion.

Meeting adjourned at 7:56 a.m.

Respectfully submitted
Gary M. Winschel
Recording Secretary