

# Minutes

**Operating Board of Directors  
DeKalb County Rehab & Nursing Center  
May 10, 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, Misty Haji-Sheikh, Greg Millburg  
Absent Directors: None

Also Present: Kris Decker, Bart Becker, Gary Hanson, Gary Winschel

Jeff Whelan called the meeting to order at 7:00 am.

Motion: Rita Nielsen moved to approve the agenda, Ferald Bryan 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: Misty Haji-Sheikh moved to approve the March 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**

It was discussed that Veronica Casella decided that she would not be returning to the Operational Board. A new Chair and Vice-Chair of the Operational Board would have to be nominated.

Motion: Jeff Whelan was nominated to be the new Chair of the Operational Board by Rita Nielsen. Greg Millburg seconded the motion.

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

Motion: Misty Haji-Sheikh was nominated to be the new Vice-Chair of the Operational Board by Jeff Whelan. Rita Nielsen seconded the motion.

Voice Vote: Jeff Whelan asked for a voice vote on the approval of Misty Haji-Sheikh being the new Vice-Chair. All Members voted yea. Motion carried unanimously.

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## **Management Report:**

### **Operations and Finance:**

#### **Gary Winschel gave a report:**

March Financial Statements reflect a loss of \$34,096, which gives the Home a year-to-date Net Income of \$17,874, but has it \$121,546 below the year-to-date budget.

During March, Revenues were over budget by \$24,228, while expenses were over by \$104,798 - resulting in Net Income being under budget by \$80,570. The attached Actual vs. Budget Statement of Operations highlights the differences by department. Private Pay Revenues exceeded budget by \$147,970, while Medicaid and Medicare Revenues were lower than budget by a combined \$118,480. Continued slowdowns in approving Medicaid Pending accounts is keeping more residents in Private pay status.

Mr. Winschel discussed the Public Aid application approval process. Approvals for Public Aid are much slower for the Decatur office, South of I 80, than the Chicago office, North of I 80. The Chicago office processes the Public Aid applications for DCRNC. Management Performance Associates have been working with the politicians, lobbyists, senators, and attorneys in an effort to improve Medicaid approvals and payments. Mr. Winschel informed the Board that a new Medicaid hub was opening in Chicago, which will hopefully help expedite Medicaid approvals and payments.

Misty Haji-Sheikh stated that phone call to the politicians from the constituents is very important and is very effective.

Mr. Winschel stated that nursing expenses were over budget by \$116,595. Increases in Nursing expenses were incurred at all levels, CNA/LPN/RN, to continue training efforts and to reinforce our high quality of care commitment. We had two retirements in March, one in Nursing Administration and one in Dietary. An additional \$20,000 was paid out in PHO and additional salary for training.

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 173.6 is 0.4 below budget

The March ADC decreased by 0.2, coming in under budget by 0.4; Medicare census was 2.7 under budget, Medicaid census was 18.0 lower than budget and Private Pay was 20.3 over.

Net Revenues are over budget year-to-date by \$35,104. Private Pay revenue year-to-date exceeds y-t-d budget by \$323,442. Medicaid revenue y-t-d is below budget by \$210,867. 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 \$156,650. Nursing is over budget by \$209,425. Due to retirements and payouts, PHO and replacement training costs have exceeded \$40,000. Net Income through March 2017 is \$17,874, below budget by \$121,546.

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As of Friday, April 28<sup>th</sup>, the Home's cash balance was \$4,933,717, of which \$2,000,000 is currently being temporarily borrowed by the County for the Jail Expansion.

**Bart Becker, Administrator for DCRNC, gave a report:**

The Illinois Department of Public Health was in the facility from April 4<sup>th</sup> through April 6<sup>th</sup> for the annual inspection. They issued six tags. Most of the issues were isolated concerns. Reeducation of staff took place to correct the concerns. The Plan of Correction was accepted and IDPH has cleared those tags, retroactive to May 2, 2017. The annual Life Safety IDPH inspection took place on April 13, 2017. The facility received nine tags from the Life Safety inspection. These concerns have been corrected and the Plan of Correction has been accepted by IDPH. The Life Safety "K" tags don't affect the facility's star rating.

Mr. Becker informed the board that Director of Nursing, Lisa Anger, resigned and her last day was March 24, 2017. The new Director of Nursing is Star Maizonet, who started on May 1, 2017.

Effective May 24, 2017, DCRNC contracted with a new Radiology company, Mobilex USA. This company will help expedite x-rays, EKG's, and venous dopplers. This will enhance resident convenience /satisfaction by reducing trips to the hospital since these tests will be performed in the facility. Test result time will be greatly reduced as well as overall costs to the facility.

DCRNC created a "Focus Committee." The purpose of this committee is to enhance staff retention, staff longevity, motivation, and morale. New ideas are in the process of being implemented.

**Kris Decker, Clinical Compliance Coordinator gave a report:**

Ms. Decker distributed the most recent Star Report (from April 26, 2017). DCRNC is currently four stars. The Quality Measures have risen to four stars. Ms. Decker stated that the Payroll Based Journal (staffing hours, census, etc.) information is on the star report. The PBJ data doesn't affect the star rating at this time but it will in the future.

Ms. Decker discussed the issue from January when an employee posted a picture on snapchat, which violated the facility's abuse policy, social media policy, and compliance policy. When this issue took place the staff were re-educated and re-tested on these policies. The Compliance Program has been effective and employees understand these policies.

Mr. Becker informed the Board that the employee that posted the picture on snapchat no longer works for the facility and criminal charges have been brought against them.

Misty Haji-Sheikh informed Mr. Becker that she hadn't received the DCRNC newsletter. Jeff Whelan complimented the facility newsletter.

**Mr. Winschel gave a building project update:**

The DeKalb County State's Attorney's office has reviewed the Architect (Larson and Darby) contract and Construction Manager (Ringland-Johnson) contract. The Operational Board needed to vote to send the contracts to the Public Building Commission for review /approval.

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**Motion:** Greg Millburg moved to pass the Larson and Darby (Architect) and Ringland-Johnson (Construction Manager) contracts to the Public Building Commission. Rita Nielsen seconded the motion.

**Voice Vote:** Jeff Whelan asked for a voice vote on the approval to pass the Larson and Darby (Architect) and Ringland-Johnson (Construction Manager) contracts to the Public Building Commission. All present Members voted yea. Motion carried unanimously.

It was discussed that there are two vacancies on the Nursing Home Operational Board. Suggestions for potential Board members should be forwarded to Gary Winschel and/or Bart Becker.

**Executive Session:**

No closed session took place

**Next Meeting:** July 12, 2017, at 7:00 a.m.

**Motion:** Misty Haji-Sheikh moved to adjourn the meeting, Greg Millburg seconded the motion.

Meeting adjourned at 7:48 a.m.

Respectfully submitted  
Bart J. Becker  
Recording Secretary