

# Minutes

## Operating Board of Directors DeKalb County Rehab & Nursing Center March 14, 2018

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

Absent Directors: Greg Millburg

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

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

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: Misty Haji-Sheikh moved to approve the January 2018, 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:**

**Management Report:**

**Operations and Finance:**

**Gary Winschel gave a report:**

Net income is affected by the Medicaid pending accounts; resulting in an overstatement in revenue of approximately \$220,000 for the year 2017. This has been addressed with the County and an adjusting entry has been made.

There was also a Workmen's Compensation case that was expected to be more costly than it actually was. This will also increase the Home's net income.

January Financial Statements reflect a gain of \$77,234, which gives the Home a year-to-date Net Income of \$77,234, \$14,127 above the year-to-date budget. Average Daily Census has been higher. Total ADC of 182.5 is 7.5 above budget. Medicare Average Daily Census is at 23.5. Nursing expenses were over budget by \$74,612, due primarily to Holiday pay, agency, and increased census. As of Wednesday, February 28<sup>th</sup>, the Home's cash balance was \$5,309,880.

Gary Winschel discussed the Medicaid Pending status. Medicaid is still slow in approving Medicaid pending residents. State of Illinois states that they're trying to improve. Medicaid opened another hub and has been approving some Medicaid cases.

The Certificate of Need process (for construction) continues to move forward. Our CON consultant was successful in moving up our meeting date with the State Board – to June 5<sup>th</sup> from July 24<sup>th</sup>. Concerning financing, the Home will need certification that it has the projected ability to generate cash flow to establish

1.25 debt service coverage. The Home's current debt service coverage ranges from 1.53 to 2.20, which is very good. An independent financial certification is needed and the County has reached out to an outside audit /accounting firm familiar with long term care. This audit firm will give an engagement letter to assure Management Performance's report for accuracy. If this audit company believes that MPA's projection is reliable then the Home will be one step closer to the bonds being issued.

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

IDPH arrived on an incident report follow-up on 1/22/18. The facility was cited with an "IJ". The Plan of Correction, Licensure Comments, and Informal Dispute Resolution were sent to IDPH. This was an isolated occurrence. IDPH arrived for the annual inspection on 2/5/18. There is a new survey process and many new regulations. Facility received thirteen citations; twelve were cleared during the revisit on March 6<sup>th</sup> and 7<sup>th</sup>. Staff have been re-educated, audits are being implemented. IDPH Life Safety inspection took place on 2/14/18. There were thirteen Life Safety Citations. The Plan of Correction has been accepted and the desk review materials were sent on 3/13/18. All citations must be cleared by March 21, 2018, to avoid affecting Medicare/Medicaid reimbursement.

We are assessing wages for C.N.A.'s, Dietary, Laundry, Activities, and Housekeeping staff to see if they need to be increased to remain competitive in the marketplace.

We continue our monthly meeting with Kishwaukee Hospital. The lines of communication continue to improve. We discuss specific resident issues/concerns to enhance satisfaction, communication, and quality of care provided to our residents.

Jennifer Borresen, former Assistant Director of Nursing, stepped down to become a PRN nurse for the facility. Lisa Anger, R.N., former Director of Nursing is filling in temporarily while the perfect candidate is being recruited.

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

Ms. Decker distributed the most recent Star Report. DCRNC is currently four stars, overall. The Quality Measures remains at five stars. Ms. Decker explained that the Star Report is updated every month. Misty Haji-Sheikh stated that she would like to see a graph displaying the star rating and its history/tracking. Ms. Decker and Mr. Becker explained that this would be done.

Ms. Decker distributed the Compliance Program Resolution and Jeff Whelan signed it. The Compliance Program Policy was distributed for all of the Board members to review and sign.

It was discussed that visitors and resident family members should be informed that they should not be taking pictures that may have other resident's in the background, only photos of their family members. Ms. Decker and Mr. Becker explained that this could be information distributed in the new resident handbook as well as the Home's newsletter.

Misty Haji-Sheikh reminded the board to assure that they are complying with the Open Meetings Act. Everyone needs to make sure that they're always following the Open Meetings Act requirements, including the annual training (online) for all board members.

Motion: Rita Nielsen made a motion to adjourn to "Closed Session" /Executive Session, Misty Haji-Sheikh seconded the motion.

Voice Vote: Jeff Whelan asked for a voice vote to adjourn to an Executive Session to discuss Personnel Matters. All Members voted yea. Motion carried unanimously.

Bart Becker, Administrator, was excused from the Executive Session.

**Executive Session:**

Executive session took place

**Executive Session ended.**

Motion: Rita Nielsen made a motion to vote to approve the raise for the Nursing Home Administrator. Ferald Bryan seconded the motion.

Voice Vote: Jeff Whelan did a roll call vote to approve the raise for the Nursing Home Administrator. All Members voted yes. Motion carried unanimously.

Motion: Rita Nielsen made a motion to approve and release the executive session minutes dated January 10, 2018. Ferald Bryan seconded the motion.

Voice Vote: Jeff Whelan asked for a voice vote to approve and release the executive session minutes dated January 10, 2018. All Members voted yea. Motion carried unanimously.

Motion: Rita Nielsen made a motion for the adoption of the Compliance Program Policy update/revisions. Misty Haji-Sheikh seconded the motion.

Voice Vote: Jeff Whelan asked for a voice vote to approve the adoption of the Compliance Program Policy update/revisions. All Members voted yea. Motion carried unanimously.

**Next Meeting:** May 9, 2018, at 7:00 a.m.

Motion: Misty Haji-Sheikh moved to adjourn the meeting, Ferald Bryan seconded the motion.

Meeting adjourned at 8:45 a.m.

Respectfully submitted  
Bart Becker  
Recording Secretary