

# Minutes

## Operating Board of Directors DeKalb County Rehab & Nursing Center January 13, 2021

*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: Ferald Bryan, Pat Conboy, Steve Kuhn, Greg Millburg, Rita Nielsen

Absent Directors: None

Also Present: Gary Hanson, Scott Gima, Steve Duchene, Karen Cribben  
Karen Cribben left the meeting at 8:37 a.m.

Rita Nielsen called the meeting to order at 7:32 a.m. The meeting is being held as a Virtual Public Meeting.

Motion: Steve Kuhn moved to approve the agenda. Greg Millburg seconded the motion.

Voice Vote: Rita Nielsen asked for a roll call vote on the approval of the agenda. All Members voted yea. Motion carried unanimously.

Motion: Greg Millburg moved to approve the November 18, 2020 open session minutes. Steve Kuhn seconded the motion.

Voice Vote: Rita Nielsen asked for a roll call vote on the approval of the minutes. All Members voted yea. Motion carried unanimously.

### **Public Comments:**

None

### **Old Business:**

None

### **New Business:**

Operations and Finance. Gima provided an update on the census trends over the past three months with a positive trend in October, followed by a decline in November and subsequent increase in December. The trend in December was driven by some Medicare admissions converting to long term residents. The up and down variations will continue as COVID community infection rates remain high. Gima does not expect an increase in census until the COVID community infection rates start to decline. The monthly

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trends in admissions and separations drive the average monthly census numbers. In months where admissions exceed separations, census rises.

Gima stated that Medicaid conversions have been slow in the past few months with 183 conversion days in October and 1,230 days through October.

Gima discussed the trends in expenses; non-nursing labor, nursing labor, agency and non-labor expenses. He specifically discussed the decline in agency expenses in September and October due to less need for agency nurses. Agency CNA usage is starting to show a decline in September and October as well, but that is not due to hiring but to scheduling. Gima expects to see a decline in agency CNAs in January with the recent hiring of 12 CNAs.

Gima reviewed the monthly staffing numbers and staffing hours per resident day through October. Both sets of data show no significant change in agency CNA usage. The recent CNA hires will be reflected in the January statistics.

Gima discussed the construction project punch list. Two items remain, fencing installation on the roof and computer programming for the automatic door closure mechanisms for the resident rooms in the TCU. The work is to be completed in January. Gima also provided an update on the TCU drywall joint cracks, including the preliminary findings from Wiss Janney Elsner and Hansen Engineering, who both independently reviewed the design and construction. Additional review of the drywall installation has occurred with inspections of cracked drywall joints. A report from Wiss Janney Elsner is pending. Ringland Johnson is repairing all cracks. Conboy asked about a warranty in the event of future issues. Gima stated that the warranty issue is being discussed. Gima also discussed the remediation of the two interior shear walls in the TCU. Ringland Johnson is installing the plywood to both shear walls. The repairs to the drywall and shear wall are expected to be completed in January.

Duchene reviewed the updated COVID infections, the current CMS county positivity rate and the work that is currently being done to prevent COVID infections. Duchene also outlined the current compassionate care limited visitation exceptions to the visitation policy that are allowed typically for hospice related visits. These exceptions to the no-visitation requirements are very well-received by families.

### **Executive Session:**

Motion: Ferald Bryan moved to adjourn and open an Executive/ Closed Session, Greg Millburg seconded the motion.

A roll call vote was held and the closed session was unanimously approved.

At 8:29 a.m., Executive Session took place.

**Executive Session ended at 8:55**

**Next Meeting:** March 10, 2021

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Motion: Ferald Bryan moved to adjourn; Steve Kuhn seconded the motion.

Voice Vote: Rita Nielsen asked for a roll call vote to adjourn. All Members voted yea. Motion carried unanimously.

Meeting adjourned at 8:57 a.m.

Respectfully submitted  
Scott T. Gima  
Recorder