

# Minutes

**Operating Board of Directors  
DeKalb County Rehab & Nursing Center  
June 9, 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, William Cummings, Steve Kuhn, Greg Millburg, Rita Nielsen.

Absent Directors: Karen Cribben

Also Present: Brian Gregory, Scott Gima, Steve Duchene

Rita Nielsen called the meeting to order at 7:30 a.m.

Motion: Ferald Bryan moved to approve the agenda. Seconded by Greg Millburg.

Voice Vote: Rita Nielsen asked for a voice vote on the approval of the agenda. Motion carried unanimously.

Motion: Steve Kuhn moved to approve the May 12, 2021 open session minutes. Ferald Bryan seconded the motion.

Roll Call Vote: Rita Nielsen asked for a roll call vote on the approval of the minutes. Motion carried unanimously.

## **Public Comments:**

None

## **Old Business:**

None

## **New Business:**

County Finance Committee Report. Gregory discussed the current use of the County loan to DCRNC. Gima reviewed the report that was presented to the County Finance Committee. Gima reviewed average monthly census and daily census trends for April and May. Referrals and admissions statistics for May were also discussed, noting that referrals are coming in at a steady rate over the past 3 weeks. The current census is 122 with 13 Medicare.

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Gima discussed the scenarios of cost savings with agency staff reductions for CNAs and RNs. The trends in hours worked per resident day were also reviewed with an estimate of cost savings with a 5% reduction in hours per day.

Gima reviewed the cash flow projections and assumptions used to develop the projections. A review of Medicaid applications was also discussed.

Duchene provided the Administrator's update. There have been no new resident or staff COVID+ cases since May 23. Indoor visitation on the CVS unit was limited to compassionate care visits until June 8. Weekly testing continues. Duchene discussed the ongoing implementation of the electronic medical records which remain on schedule for a start date of August 1, 2021.

Duchene discussed recent personnel changes including the new Medicare Case Manager and the Director of Community Life (Activities).

Nielsen requested that the employee manual and disaster manual be distributed to all members of the Operating Board. A copy of the employee manual was provided before the conclusion of the meeting. Nielsen asked about role of the Maintenance Supervisor within the disaster plan. Duchene responded that the role of Maintenance Supervisor is being reviewed.

Gregory commented on concerns with the current status of the nursing home, the 2021 budget deficit, continued need to work on both census development and expense control.

**Next Meeting:** July 14, 2021 to be held in the Multi-Purpose Room

**Motion:** Steve Kuhn moved to adjourn. Greg Millburg seconded the motion.

**Roll Call Vote:** Rita Nielsen asked for a voice vote to adjourn. Motion carried unanimously.

Meeting adjourned at 8:47 a.m.

The meeting continued for an additional seven minutes to discuss the fines outlined in the CMS letter and the financial hardship waiver that was submitted to CMS.

Respectfully submitted  
Scott T. Gima  
Recorder