

Minutes

Operating Board of Directors DeKalb County Rehab & Nursing Center November 18, 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, Karen Cribben, William Cummings, Steve Kuhn, Greg Millburg, Rita Nielsen.

Absent Directors: None

Also Present: Brain Gregory, Scott Gima, Maggie Niemi

Rita Nielsen called the meeting to order at 8:30 a.m.

Motion: Greg Millburg moved to approve the agenda. Seconded by Steve Kuhn.

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

Approval of Minutes:

Motion: Steve Kuhn moved to approve the October 21, 2021 meeting minutes. William Cummings seconded the motion.

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

Public Comments: None

Staff Comments:

Steve O'Bryan (Maintenance Director) discussed the bids for the wall repairs in room 402.

Dawn Lawton (Dietary Manager) discussed recent weekly food costs reduction as a result of the donations provided by Dan Kenny and the Community Gardens. Supply ordering continues to be affected by supply chain issues impacting the availability of items.

Old Business:

None

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New Business:

Gima reviewed the daily total census and Medicare census trends through November 16. The overall census continues to fluctuate between 115 and 120 with a high of 121 in early November with a recent drop to 114. Medicare census has been in the low teens with a high of 16 before decreasing to 7. Gima also reviewed October referral and admission activity with 52 referrals and 12 accepted admissions. Both showing a slight increase compared to 47 referrals and 10 admissions in September.

Gima reviewed the monthly census in October with a total census of 117, Medicare, 10, Medicaid, 64.9 and private pay, 42.1.

Janet George recapped the current status of the PCC and electronic clearinghouse setup. George also discussed the current status of billing for private pay, Medicare and Medicaid. Brian Gregory summarized the Medicaid receivables and the impact of uncollectable accounts on past financial performance. Kuhn asked about the status vendor payments. Gregory indicated that all vendor checks have gone out.

Niemi provided an Administrator's report that included an update on ongoing work to keep up with new IDPH and CMS COVID regulations, policies and procedures; transition of infection control and infection preventionist responsibilities as she transitions to the administrator's role; weekly COVID reporting of infections and vaccinations; preparation for the annual survey and current open survey window; staffing information submittals to CMS.

Niemi discussed the staff changes that have taken place with infection prevention and staff education. Niemi has had discussions with staffing agencies to lift the crisis pay provision. The foundation is covering the cost of new dining room furniture, blanket warmers and will be providing food to the staff every other month. A casual Friday has been recently implemented. Niemi will be providing updated vaccination statistics and discussed the vaccination mandate.

Niemi discussed the Nutrition Care Systems request for either a contract amendment or new contract. The Symbria therapy contract amendment was also reviewed.

Niemi discussed the Medical Director's agreement for Dr. Asad Shah.

Motion: Steve Kuhn moved to authorize to seek proposals for DCRNC Management Agreement. Ferald Bryan seconded the motion.

Roll Call Vote: Rita Nielsen asked for a roll call vote. Motion carried unanimously.

Gregory reviewed the presentation made to the Committee of the Whole on November 10, 2021 that covered financial challenges, current financial picture, monthly financial history, projected cash flow needs and implications, historical gain/loss position and next steps.

A discussion took place regarding furniture, fixtures and equipment.

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Motion: Ferald Bryan moved to table the RFP for furniture fixtures and equipment. William Cummings seconded the motion.

Roll Call Vote: Rita Nielsen asked for a roll call vote. Motion carried unanimously.

additional information on aging accounts receivables, potentially uncollectable account, vendor payments and billing delays. Janet George provided clarification of the Medicare payment timeline. A general discussion took place regarding Medicaid applications, responsible parties and ongoing write-offs of uncollectable accounts. Gregory provided an update on temporary cash flow assistance from the County, including the implementation of a purchase order mechanism for items over \$5,000 that will require approval by either the Comptroller or County Administrator.

Gima reviewed staffing agency buyout provisions. Gima also discussed the plan to submit the application for Phase IV Provider Relief Funding for nursing homes that is based on changes in operating revenues and expenses from July 1, 2020 to March 31, 2021. The application deadline is October 26, 2021.

Executive Session:

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

Roll Call Vote: Rita Nielsen asked for a roll call vote for an Executive/Closed Session. Motion carried unanimously.

At 9:55 a.m. November 18, 2021 an Executive Session took place.

Motion: Steve Kuhn moved to adjourn from Closed Session/Executive Session. Bill Cummings seconded the motion.

Voice Vote: Rita Nielsen asked for a roll call vote for an Executive/Closed Session. Motion carried unanimously.

Executive Session ended at 10:02 a.m.

A discussion took place regarding the use of the ARPA funds and the current resources available for employee bonus payments. No action was taken regarding the State ARPA funds for employee bonus payments.

Next Meeting: December 9, 2021 to be held in the Multi-Purpose Room

Motion: Steve Kuhn moved to adjourn. William Cummings seconded the motion.

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

Meeting adjourned at 10:16 a.m.

Respectfully submitted
Scott T. Gima
Recorder