

**Board of Directors  
Champaign County Nursing Home  
Urbana, Illinois  
April 8, 2013**

Directors Present: Czajkowski, Emanuel, Hartke, Hodson, Maxwell, Palinkas

Directors Absent/Excused: Hambrick

Also Present: Busey, Gima, Noffke

**1. Call to Order**

The meeting was called to order at 6:00 pm by Chair Emanuel

**2. Roll Call**

Busey called the roll of Directors. A quorum was established.

**3. Agenda & Addendum**

Agenda was approved (motion by Palinkas, second by Maxwell, unanimous).

**4. Approval of Minutes**

The open session minutes of March 11, 2013 were approved as submitted (motion by Maxwell, second by Hartke, unanimous).

**5. Public Participation**

Denny Inman voiced his thanks in the care provided by the staff of CCNH in the care of his mother and reviewed his views of the positive changes that have occurred with CCNH over the past few years.

**6. Old Business**

**7. New Business**

**a. Operations (Management Report)**

Gima reviewed the statistics and financials for February 2013. The average daily census was 185.2 in February, down from 204.8 in December and 195.1 in January. Medicare census was 23.5 in February, up from 21.6 in January. Private pay increased from 61.4 to 63.1. The Medicaid census fell from 112 in January to 98.6 in February.

In February, CCNH showed a net loss of -\$28k, which is a smaller in comparison to January's net loss of -\$67k.

Revenues fell from \$1.2 million in January to \$1.05 million in February. Medicare revenue fell from \$296k to \$277k due to a smaller percentage of rehab days resulting in the per diem falling from \$438 per day in January to 4410 per day in February. Private pay revenue fell from \$365k to \$329k and Medicaid revenue fell from \$502k to \$395k.

Operating expenses fell from \$1.36 million in January to \$1.17 million in February. Wages fell by \$88k. Benefits decreased by \$33k. Non-labor expenses fell by \$73k. February's agency expenses totaled \$24.4k, the smallest figure since moving into the new facility.

Maintenance and repairs was the only expense that was significantly high for the month, due a number of repairs.

**b. Cash Position**

The ending cash balance for February was \$1.1 million, down by \$81k from \$1.14 million in January. Accounts receivable increased from \$3.34 million to \$3.48 million, and accounts payable increased from \$1.47 million to \$1.58 million during the same period.

The cash flow projection was updated through March 20<sup>th</sup>. The long term cash projection for the end of December 2013 has decreased from \$2 million to \$1.9 million. This reflects the lower revenue seen in January and February. The change is not significant. Medicaid payments continue without change or any notification from the State of any pending changes.

**c. Respiratory Therapy**

The respiratory therapist started on March 21<sup>st</sup> with 8 residents currently been followed in the program. With the program starting back up, we will work to implement the pulmonary clinic program.

**d. Open Management Positions**

The Food Services Director will start on Wednesday, April 10<sup>th</sup>. We have three Director of Nursing candidates and one for the Adult Day Care Director position.

**e. Bad Debt**

\$292,586 in bad debt will be written off in FY 2012. These receivables are for the years 2009 and 2010. The amount equals 2 percent of revenues. The industry

comparison ranges from 0.5 percent to 3 percent of revenues. A plan has been put into place for approximately one year to achieve an annual write-off of 0.5 percent by 2015.

**f. Corporate Compliance Program**

Gima reviewed the Corporate Compliance Board resolution, Compliance Program Policy/Code of Conduct, Compliance Officer and Committee Policy, compliance Program Training and Education Policy, and Responding to Non-compliance and Taking Corrective Action Policy. The resolution formally adopts the CCNH Corporate Compliance program. The Board discussed and directed Gima to amend the documents to remove the name of the Corporate Compliance Officer. The name will be clearly displayed at CCNH and on the county website.

**8. Next Meeting Date**

Monday, May 13, 2013, 6:00 p.m.

**9. Adjournment**

Chair Emanuel declared meeting adjourned at 7:30 pm.

Respectfully submitted

Scott T. Gima  
Recording Secretary