

**Board of Directors
Champaign County Nursing Home
Urbana, Illinois
December 9, 2013**

Directors Present: Emanuel, Banks, Lyn, Hartke, Hodson, Maxwell, Palinkas

Directors Absent: None

Also Present: Noffke, Anderson, Busey, Petrie

1. Call to Order

The meeting was called to order at 6:02 pm by Chair Emanuel

2. Roll Call

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

3. Agenda

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

4. Approval of Minutes

The open and closed session minutes of November 18, 2013 were approved with one correction to the open session minutes acknowledging the presence of Patti Petrie at that meeting (motion by Maxwell, second by Palinkas, unanimous).

5. Public Participation

None

6. Introduction of New Directors

Chair Emanuel welcomed newly appointed members Sam Banks and Don Lyn to the Board of Directors, and asked everyone to introduce themselves for the benefit of the new members.

7. Report – Tax Anticipation Warrant Elimination/Fund Balance Requirement

Scott Gima had prepared an update/report in response to the request of the Board of Directors at their November meeting to set goals relevant to (1) eliminating the need to issue tax anticipation warrants; and (2) develop a working cash balance over time. The Board discussed the report provided which documented the fiscal progress made during the past three years and the wisdom of issuing tax anticipation warrants in lieu of delaying payments to vendors.

8. Strategic Objectives Metrics – Update & Discussion

As a result of Scott Gima's absence, there was no update on this topic, and Chair Emanuel therefore deferred this discussion to the January meeting.

9. Administrator's Report

Nursing Home Administrator Noffke presented a report on quality of care. She reported on the Home's recent initiatives relevant to the goal of reduction of the use of psychotropic drugs. Ms. Noffke reported that the Nursing Home has made significant progress over the past several months in reducing the use of these types of medications, indicating good success on a performance improvement project undertaken by the Nursing Home in the realm of quality care.

10. Management Report

Administrator Noffke presented the management report. She touched on the compliance program and mentioned a preliminary study indicated 30 day hospital readmission rate for the Nursing Home is about 10%, while the national readmission rates for long term care facilities are at about 19%. She reported that the average daily census improved from 193.3 in September to 195.4 in October. The October Medicare census remained unchanged from September's census of 14.3. The November 30th census was 197, and the census on the date of the Meeting (December 9th) was 200, with a Medicare census at 17. Ms. Noffke reported that admissions continue to be strong, as well as discharges. There was discussion regarding the Nursing Home's capacity for dementia/Alzheimer's patients, and the eligibility of individuals who are transitioning to Medicaid eligible status for admission at the Nursing Home.

On a staffing Update, Ms. Noffke reported that the Dietary Contractor – SDS – has placed a chef in the Home as of November 29th, and that a qualified individual has accepted the position of Director of Nursing. There was Board member discussion regarding specific management issues and suggested improvements for the food service delivery for residents.

11. Closed Session Pursuant to 5 ILCS 120/2(c)2 to Consider Collective Negotiating Matters Between the County and Its Employees or Their Representatives

This closed session was not held.

12. Other Business

Deputy County Administrator Van Anderson described the timeline for the development of an RFP for Management Services for the Nursing Home. The members of the evaluation team will include Nursing Home Board Members Emanuel, Hartke and Maxwell, as well as County Board Members Rachel Schwartz, Jeff Kibler, and County Administrator Deb Busey. The Board of Directors indicated a desire to conduct a performance appraisal of MPA in the next few months. Previous evaluation materials will be shared with the Board to enable the development of a new appraisal document.

Board Member Hartke reported that the ozone laundry equipment has been installed and is currently operating at the Home. This new technology is anticipated to save approximately \$20,000 annually, and will result in cleaner laundry for the benefit of the residents.

8. Next Meeting Date

Monday, January 13, 2014 at 6:00 p.m.

9. Adjournment

Chair Emanuel declared meeting adjourned at 7:01 pm.

Respectfully submitted

Deb Busey
Recording Secretary