

**Board of Directors
Champaign County Nursing Home
Urbana, Illinois
February 10, 2014**

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

Directors Absent/Excused: None

Also Present: Busey, Gima, Noffke

1. Call to Order

The meeting was called to order at 6:04 pm by Vice-Chair Palinkas

2. Roll Call

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

3. Agenda & Addendum

Agenda and Addendum was approved (motion by Maxwell, second by Hartke, unanimous).

4. Approval of Minutes

The open session minutes of January 13, 2014 was approved as submitted (motion by Hartke, second by Banks, unanimous).

5. Public Participation

Michael Wilmore, AFSCME discussed high turnover at CCNH in 2011, 2012 and 2013, the wage increases of 1% in each of the past three years that fall below the cost of living increases, the recent wage rate comparison provided to AFSCME that overstates the RN wages and the need to have a different calculation and the need to have a more stable work force.

Evelyn Thomas, CCNH employee and union steward stated that some things need to change, the cost of living is high and the residents are a top priority.

6. Strategic Objectives

Mr. Gima reviewed the strategic metrics as updated through January 2014. Items mentioned included the 30-day readmission rate, Pinnacle survey scores, CMS 5-star rating, turnover rate, overall census, Medicare census, payor mix and cash from operations. The overall census was 200.7 in December and 203.4 in January. The average census for 2013 was 188.8. Medicare was

19.5 in both December and January. Cash from operations was \$165k in December.

7. Quality Report

Ms. Noffke reviewed the annual Pinnacle scores between 2009 and 2013. Of the 16 different measure, all scores showed a positive trend between 2009 and 2013 except for food and dining services. Six out of the 16 measures met or exceeded the national average. This is up from 3 measures in 2012. Chair Emanuel mentioned that the metric “would you recommend this facility to others” is a key metric and it shows a positive trend and also exceeds the national average in 2013.

A discussion took place regarding the status of dining services. Food quality has improved but the focus is on improving the delivery of hot and cold food items from the kitchen to the dining rooms. The advertisement for the Dining delivery system RFP was not published in January. The timetable will be revised with the goal for management to present a recommendation at the March Board of Director’s meeting.

8. Compliance Program Update

Mr. Gima provided a compliance program update. Policy and procedure development is currently focused in the areas of HIPAA privacy and security, contracts and business associate agreements. This work is being in conjunction with County IT and Andy Rhodes is CCNH’s security officer. Email encryption implementation is being coordinated by Mr. Rhodes with implementation to occur later this year. Mr. Gima explained the current employee and vendor screening process.

In the area of auditing and monitoring an auditing and monitoring handbook has been provided to Mr. Drake. MPA was at CCNH last week to work with Mr. Drake on sample auditing.

9. December Statistics and Financial Management Report

Director Maxwell asked for clarification on the gap between the average revenue per day of \$196.61 and expenses of \$220.81 per day. The revenue average does not include the property tax levy. Mr. Gima will research and confirm. The expense per day calculation does include depreciation. Mr. Maxwell asked for the 2013 average census. Mr. Gima indicated that the average census for FY2013 was 188.8. Medicare was 16.4, Medicaid averaged 106.2 and private pay averaged 66.2.

10. Management Update

Medicaid pending cases were discussed by board members where application processing has increased from 3-6 months to more than 6 months with some applications taking up to a year. The current 35 pending applications results in a cash flow loss of \$150k per month.

Mr. Gima updated the Directors on the pending October 1, 2014 adoption date for ICD-10 diagnosis coding. The existing ICD-9 coding system has been in place for decades and the new coding system is a significant change. CCNH is currently working on education

and software updates as well as using a medical records consultant to assist in the development of resident specific diagnosis coding.

11. Prime Chemical and Housekeeping Supply Vendor RFP

Ms. Noffke summarized the RFP process to select a prime chemical and housekeeping supply vendor. Am Sam was the only responding vendor. Based on product testing and an estimated 10% savings, Am Sam was approved as the prime vendor. (motion by Hartke, second by Palinkas, unanimous).

12. Next Meeting Date

Monday, March 10, 2014, 6:00 p.m.

9. Adjournment

Chair Emanuel declared meeting adjourned at 7:10 pm. (motion by Hartke, second by Palinkas, unanimous)

Respectfully submitted

Scott T. Gima
Recording Secretary