

VALLEY HI COMMITTEE
McHenry County - Valley Hi Nursing Home
2406 Hartland Road
Woodstock IL 60098

MINUTES OF THURSDAY, OCTOBER 9, 2008

Chairman Zierer called the Valley Hi Committee meeting to order at 8:34 a.m. The following Committee Members were present: Mary Lou Zierer, Chairman; James Heisler; James Kennedy; Mary McCann and Dan Shea. Pete Merkel and Ed Dvorak were absent. Also in attendance: Ralph Sarbaugh, Associate County Administrator – Finance; Representatives from Revere Healthcare; Cathy Link, Purchasing; John Hadley, Facilities Management; Bob Yearian, Valley Hi Administrator; and the press.

	Mary Lou Zierer, Chairman	
Ed Dvorak		James Heisler
James Kennedy		Mary McCann
Pete Merkel		Dan Shea

MINUTES

Committee members reviewed the committee minutes for September 11, 2008. Mr. Heisler made a motion, seconded by Mr. Kennedy, to recommend approval of the minutes as presented. The minutes were approved with all members present voting aye.

PRESENTATIONS: None

PUBLIC COMMENT: None

NEW BUSINESS

Resolution authorizing increasing the daily room rates at Valley Hi Nursing Home: Committee members reviewed a Resolution authorizing increasing the daily room rates at Valley Hi Nursing Home. Chairman Zierer reminded committee members that they approved incremental rate increases to bring Valley Hi close to the market rate of the nursing homes in the surrounding area. Ms. McCann made a motion, seconded by Mr. Kennedy to recommend approval of the above Resolution as presented. The motion carried with all members present voting aye on a voice vote. These rates are for private pay residents only and will be reviewed every six months.

OLD BUSINESS

Chairman Zierer informed committee members that as the Chairman for the Valley Hi Committee she attended the recent CALF (Chairman's Advisory Legislative Forum) committee meeting to discuss and recommend approval of the supplemental requests for the new budget year. Mr. Sarbaugh joined committee members to inform them of the supplemental requests that were approved at the CALF. He informed committee members that nursing salaries were not discussed at the CALF meeting as a meeting has been scheduled next week with Valley Hi officials, Mr. Ivetic, Mr. Sarbaugh and Mr. Austin to look at the personnel requests for Valley Hi. They want to make sure the facility is requesting staff that is needed as some of these positions were requested by the previous Valley Hi Administrator. There are also some part time nursing positions and new positions that have not been filled that Revere officials feel are not needed. They may be able to reclassify some of these vacant positions to meet the needs of the facility. This would also clear up the vacancies that are currently on the department roster. Committee members will be informed of the suggested decisions from the meeting. The budget will need to be approved prior to the next committee meeting and an additional committee meeting may be needed to discuss the personnel issues. Mr. Sarbaugh informed committee members that while working on the budget, they discovered that some of the supplemental requests approved for this year were never included in the budget. Some carpet cleaning service funds were not put in the previous budget as well. An increase for classified ad costs has been approved. A supplemental request was put in for an increase in heat and gas for \$20,000. This request was pulled because the County buys gas under State Contract. Billing does not happen very frequently so it is difficult to budget for this item since we do not know what the actual costs will be. Projections have come in lower than expected so this request was pulled. An increase for equipment was approved so the facility could obtain a new copy/fax machine. Increases were also approved for occupational/physical and speech therapy for Medicare patients as well as x-ray services. These were approved because revenue for Medicare should increase for these items. Committee members were informed that Valley Hi gets reimbursed for these expenses within 14 days. The Federal Government is very swift with its reimbursement process. An increase for disposal costs has been approved though it is hopeful that with the increased use of the compactor, costs for this service will decrease. There has been an increase in medication costs for Medicare patients as well. There was an increase approved for new beds, tables and lamps. Committee members were informed that some bed side tables and lamps are needed and beds will not be purchased with these funds. A replacement of a sling, lifts and a specialized mattress were approved. Committee members were informed that this specialized mattress is used to prevent bed sores. If any other types of specialized mattresses are needed they usually rent the beds as they are used for short periods. There has been an increase for cleaning materials and food costs. This is caused by the natural increase in costs. A new mixer for the kitchen is needed as well. One of the old washing machines will be replaced as soon as the current machine breaks down. It has been fixed as much as it can be. Two full size food transport carts are to be purchased. This will help to assure food is warm when delivered. There was \$100,000 placed in the contingency fund for use by Valley Hi as well. The above supplemental items were approved by the CALF. Some of the items not approved were replacement of the dead plant material, as these items can be addressed in the spring. Additional training funds were not approved, but, there are some funds that are already built into the budget for training. No funds were placed in the tuition reimbursement account for 2009. This fund is based upon the availability of funds and there were no extra funds for 2009.

A request to repair the dining room was denied. They would like to have the dining room redesigned to make the area more user friendly. Mr. Sarbaugh noted that the funds to clean the sidewalks were not approved as well. Mr. Hadley informed committee members that this issue has been addressed. A filter system has been installed that should take care of the rust issues at Valley Hi. He noted that his department will take care of the cleaning of the sidewalks in the Spring. A brazing skillet was not approved. It would be nice to obtain this equipment, but, it is not a necessary piece of equipment. Mr. Sarbaugh noted that the items that were not approved will be placed in the que for future consideration. Committee members were informed that the carpet on the first floor would be replaced with tile and the upstairs carpeting will eventually be replaced as well. It is not known if this will be replaced with tile or a lower nap carpet. The nap of the carpet seems to be the issue at the facility. Mr. Sarbaugh noted that the items not approved are what Administration felt were not critical to obtain at this time. Committee members can attend the Finance Committee to request a change if they feel an item should be approved. Chairman Zierer noted that she feels Administration did a good job in reviewing and approving the needs for the facility.

Mr. Sarbaugh noted that the roster meeting has been scheduled for next week he noted he could inform committee members of what was decided at the meeting if the committee members wanted without having a meeting. It was recommended that Mr. Sarbaugh discuss the decisions with Chairman Zierer to decide if an additional meeting should be held.

REPORTS TO COMMITTEE, AS APPLICABLE

Administrator's Report: Mr. Yearian provided an Administrator's report for committee members. Katherine Smith is still running the kitchen until someone with additional experience can be hired to take over the duties of the Dietary Manager. She will remain as the assistant dietary manager. Mr. Yearian noted that he has been in discussions with someone who has worked in this type of setting before. This individual has had a deficiency free kitchen for 5 or 6 years. If this person does not work out he has 2 or 3 additional candidates available as well. Committee members thanked Mr. Yearian for the activity sheet and menus for the coming month. He noted he would provide additional menus if they should change. Mr. Yearian noted that at the last committee meeting he stated that there were 132 employees for August and not 140. The September census is 139 employees with 16 vacancies. There are 10 new hires and 3 terminations. Two of the terminations were because of not showing up for a scheduled shift, no transportation and one who quit because they are unable to travel during the night. There are 9 employees who have been with the facility over 5 years, 17 with 6-10 years, 11 with 10-20 years, 4 with over 20 years and three with longer than that. Employee of the month is Lacey Krass. Tom Graf was the employee of the month for last month. The daily average census was 121.2 with 8.4 Medicare part A, 36.3 private pay and 76.5 Medicaid. It was noted that the majority of the private pay would turn into Medicaid residents within a short time. The targeted numbers are looked at but the numbers will fluctuate based on the type of bed available for entrance into the facility. Some of the private pay residents are considered private until the State gives the facility the Medicaid designation. With the room rate increase, the facility should see lesser requests from private paying individual as they are choosing Valley Hi because of the low daily costs. There are 132 individuals on the waiting list. Mr. Yearian noted this is very misleading as a lot of those on the list are not ready to enter into the facility and therefore get moved lower on the list after they are called. The facility has 128 beds total and the census yesterday was 124. With two residents in isolation that leaves two empty beds. The residents had a great time at the picnic. This was held inside because of the weather. They had 172 visitors. The facility is still receiving books, dvds and cds for the residents. They are thankful to Ms. Palmer for her fundraiser for the facility. Dr. Reyes has tendered his resignation from the facility. He has been with the facility for over 35 years. It was suggested that a plaque be given in honor of his service to Valley Hi. It was suggested that a Resolution be created for presentation at an evening County Board meeting. It was suggested that someone speak with Dr. Reyes about his availability to attend a meeting. Dr. Susan Richland has a temporary agreement to serve until the appointment can be made official. Mr. Yearian was informed that this needs to be done by Resolution for formal approval. It was noted that this could be done at the November meeting. It was noted that since this will require funding, this would need to go to the Finance and Audit Committee as well. It was suggested that a joint meeting be held prior to the County Board meeting for consideration of the Resolution. Committee members will be informed when and if an additional meeting will be necessary.

Mr. Yearian noted that the facility is still out of compliance by the Illinois Department of Health. He noted that there are small issues that remain and these should be taken care of in the near future.

Chairman Zierer noted that next month will be here last month serving as a County Board Member. She noted that she would like to publicize more of Valley Hi. She suggested a pamphlet created to highlight the new facility. She noted the pamphlets could be passed out on county department counters showing how nice the nursing home is. Revere officials stated that a rough draft will be created for consideration for the next committee meeting.

Financial Statement: Committee members reviewed the financial statement of the facility. Revenues have increased at the facility. Some of this is because of the function of Medicare and the census increase. Expenses have been fairly consistent. It was noted that they are looking for the improvements to continue at the facility. It was stated that they continue to work to decrease agency costs. With the increase of registry staff, some of these additional expenses should decrease. It was noted that the residents prefer in house staff as they can be relied on more than agency staff. The facility will continue to work to eliminate the need for agency staff. Revere officials noted that they have accomplished this at other facilities and are working towards this goal at Valley Hi.

Mr. Sarbaugh presented a Historical Statement of Operations compared to IFMS through 8/31/08 to committee members. This report shows the variances between the two accounting systems. It was noted that they would like to see this report two times a year. At the end of November 30th, the end of the budget year, the two statements must balance.

Committee members questioned if decorations could be placed on resident doors as they were told in the past that this could not be done. It was noted that yes, small decorations could be placed on the door. The residents cannot cover the doors completely.

EXECUTIVE SESSION

None

FUTURE TOPICS

IGT: Nothing has changed to date. No changes expected until 2009. They are looking into a system where we will not have to pay money up front in order to get reimbursed by the State.

ADJOURNMENT

Ms. McCann made a motion, seconded by Mr. Kennedy to adjourn the meeting at 10:19 a.m. The motion carried with a unanimous voice vote.

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RECOMMENDED FOR BOARD/COMMITTEE ACTION:

Recommend approval of Resolution authorizing increasing the daily room rates at Valley Hi Nursing Home

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