

**VALLEY HI COMMITTEE
Valley Hi Nursing Home
2406 Hartland Road
Woodstock IL 60098**

MINUTES OF THURSDAY, FEBRUARY 11, 2010

Chairman Dvorak called the Valley Hi Committee meeting to order at 8:3 a.m. The following Committee Members were present: Ed Dvorak, Chairman; Mary McCann; Marc Munaretto; James Kennedy; James Heisler and Kathleen Bergan Schmidt. John Hammerand was absent. Also in attendance: John Smith, Revere Healthcare; John Hadley, Facilities Management; Bob Yearian, Valley Hi Administrator; Ken Koehler, County Board Chairman; and the press.

Ed Dvorak, Chairman

John Hammerand

James Heisler

James Kennedy

Mary McCann

Marc Munaretto

Kathleen Bergan Schmidt

MINUTES

Committee members reviewed the committee minutes for January 14, 2010. Ms. McCann made a motion, seconded by Mr. Munaretto, to recommend approval of the minutes as submitted. The minutes were approved with all members present voting aye on a voice vote.

PRESENTATIONS: None

PUBLIC COMMENT

None

NEW BUSINESS

Resolution authorizing the hiring of an Administrator: Committee members reviewed a Resolution authorizing the hiring of an Administrator. Chairman Koehler stated it was a pleasure sitting in on the interviews for the new Valley Hi Administrator. A letter was presented to committee from the County Administrator recommending the hiring of Mr. Thomas J. Annarella as the next Valley Hi Administrator. Chairman Koehler stated he was extremely impressed with this individual and the caliber of all the applicants that were interviewed. It was stated that they felt the best applicants were brought forward for interviews and at the end of the interview process every group that interviewed these applicants endorsed the same candidate. Committee members stated they would like to meet this individual prior to his start date and would like to see if he could come in to meet the committee members. Chairman Koehler stated he was trying to set up a time that Mr. Annarella would be able to come to the County to meet them. Committee members were informed they would be notified when a schedule to meet the new Valley HI Administrator is determined. After discussion, Ms. McCann made a motion, seconded by Mr. Kennedy to recommend approval of the Resolution authorizing the hiring of an Administrator. The motion carried with all members present voting aye on a roll call vote (Heisler, Kennedy, McCann, Munaretto, Schmidt, Dvorak)

Discussion – Revere Contract termination notification: Committee members entered into a discussion regarding the date to terminate the Revere Contract. There is a 60 day out clause and if the notice was given today would take them into the middle of April. It was suggested that we wait until the new administrator is on staff and then give the notice. This would allow the county to get value from the transition. This is the time of year that audits are performed and state inspectors come into the facility for inspections and Revere should be there to help with these. Mr. Yearian stated they have received word that the inspectors are in the area, but each facility does not know when their inspections are scheduled to occur. Committee members stated that we should be conservative with the transition and allow time for the new Administrator to adjust and use the services of Revere during his transition period. Ms. Schmidt made a motion, seconded by Ms. McCann to give a 60 day notice to Revere Healthcare beginning on March 15th. Committee members entered into a lengthy discussion regarding suggested notice dates. After discussion, Ms. McCann made a motion, seconded by Mr. McCann to table this motion for consideration until the next regular scheduled committee meeting of March 11th. The original motion was tabled and the second motion carried with all members present voting aye on a voice vote.

Chairman Koehler thanked Mr. Yearian for serving as Administrator for Valley Hi. He stated it is clear that he sincerely loves his job and he has received nothing but positive feedback on his work at the facility.

Discussion – recruitment of Operating Board Members: Committee members entered into a discussion regarding the recruitment of the Operating Board Members. It was suggested that an addendum to the current commission application be created for these appointments. Committee members suggested that the application from DeKalb County be reviewed since they already have an operating board in place. Committee members stated that the open positions need to be advertised for and the process should not be rushed. It was stated that additional discussion should include how to disband this committee.

OLD BUSINESS

Committee members questioned when a Resolution would be created to recognize the members of the Valley Hi Foundation. Committee members were reminded that this was to take place during a County Board meeting.

REPORTS TO COMMITTEE

Administrator's Report: Mr. Smith joined committee members to review the financial report for the previous month for Valley Hi. He stated that the budget was \$5,000 below what was budgeted for the month. Medicare was not where we wanted to be as 13 Medicare beds were budgeted for and the facility only had 9 Medicare days. He stated he also included retroactive payments for those residents that went from private pay to Medicaid. The facility loses approximately \$38 per day when this occurs. The expenses were \$22,000 less than budgeted. The biggest change seen in the report was from not using agency staff. Mr. Smith stated that the Medicare numbers should improve as we move forward. He stated that some of the numbers in the report may need adjustment and the final FY09 numbers have not been received. Some additional income may be realized from the IGT adjustments as well. The State had previously stated that Valley Hi had been "overpaid". What they didn't realize is that Valley Hi had already paid a portion of these funds back. Once the numbers are agreed upon, these numbers will be adjusted in the report. Mr. Smith stated he did not expect any negative increases in costs and they will make sure these numbers match what the county numbers are.

Mr. Yearian presented his monthly report to the committee members. He informed committee members that there were 9 Medicare residents on the census. There were three new admissions for Medicare Part A and five discharges from the home. This addresses the shifting approach for "to home services". This will cause a dip in the monthly census. There was one termination of staff in December and six terminations in January. There were seven new hires in December and two new hires in January. Mr. Yearian reported that he has been working with Risk Management to address injuries at the facility. Most injuries were because of ice issues. Facilities Management has been working hard to keep the parking areas clear. Committee members were informed that the Director of Nursing has turned in her resignation. This position will not be advertized until discussions have been held with the new administrator. Chairman Koehler questioned if there was some sort of list to watch for those residents that will be moving from private pay to Medicaid. He stated there should be some sort of mechanism in place to track these residents. This would alleviate any huge adjustment on the monthly reports. Committee members were informed that this process is in place.

Ms. McCann stated that in DeKalb County they keep a consultant on staff to monitor the processes at the nursing home. She stated that we cannot expect Administration to review everything that occurs at the facility. It was stated that we would expect the operating board to reach out to someone to report to them.

FUTURE TOPICS

None

EXECUTIVE SESSION

MS. McCann made a motion, seconded by Mr. Heisler to enter into executive session at 9:28a.m. to discuss personnel. The motion carried with all members present voting aye on a roll call vote (Heisler, Kennedy, McCann, Munaretto, Schmidt, Dvorak)

Mr. Heisler made a motion, seconded by Ms. McCann to return to regular session at 9:31a.m. The motion carried with all members present voting aye on a roll call vote (Heisler, Kennedy, McCann, Munaretto, Schmidt, Dvorak)

It was noted that no action was taken during the executive session.

Committee members were reminded that a Resolution will be sent forward to the County Board with a recommendation to hire the new Valley Hi Administrator. They were questioned if they would like to meet with the proposed Administrator prior to the County Board meeting. Committee members suggested meeting either before the County Board meeting or to meet for lunch in Crystal Lake. Committee members were informed they would be contacted regarding the proposed meeting with the new Valley Hi Administrator.

ADJOURNMENT

Ms. McCann made a motion, seconded by Mr. Heisler to adjourn the meeting at 9:33 a.m. The motion carried with a unanimous voice vote.

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RECOMMENDED FOR BOARD/COMMITTEE ACTION:

Resolution authorizing the hiring of an Administrator

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