



AGENDA

Valley Hi Operating Board

Wednesday 11-30-2011 – 7:00 p.m.

Valley Hi Nursing Home

2406 Hartland Rd

Woodstock, IL 60098

- 1.0 Call to Order
- 2.0 Minutes Approval
- 3.0 Public Comment
- 4.0 Presentation (as necessary)
- 5.0 New Business
 - 5.05 Resolution for Valley Hi Contract Therapy Services (not in packet)
 - 5.10 Resolution for Valley Hi Contract Pharmacy Services (not in packet)
 - 5.15 Drug Testing
 - 5.20 Administrator Annual Review
 - 5.25 County Employee Merit Increases
 - 5.30 IDPH Survey 11-15-2011
- 6.0 Old Business
 - 6.05 Medical Director Search
 - 6.10 Customer Service Program
 - 6.15 Involuntary Discharge Proceedings
- 7.0 Reports to Committee, as applicable
 - 7.05 Administrator's Report
 - 7.10 Census Report
 - 7.15 Staffing Report
 - 7.20 Financial Report
 - 7.25 Quality Indicator Report
 - 7.30 Quality Assurance Meeting Minutes
 - 7.35 Resident Senate Meeting Minutes
- 8.0 Future Topics
- 9.0 Executive Session (as necessary)
- 10.0 Adjournment





Valley Hi Operating Board

Valley Hi Nursing Home
2406 Hartland Rd
Woodstock, IL 60098

MINUTES OF WEDNESDAY, OCTOBER 26, 2011

Chairman Michling called the meeting to order at 7:10 pm. The following Operating Board Members were present: Lynn Ryan, Joanne Hanrahan, Jim Heisler, Kathleen Bergan-Schmidt, Jim Kennedy, and Jodi Borck. Also present was Thomas Annarella, Valley Hi Administrator.

MINUTES

Board members reviewed the minutes of the 9-28-2011 meeting. A motion to approve the minutes was made by Jim Kennedy, seconded by Kathleen Bergan-Schmidt. The minutes were approved unanimously with no changes.

PUBLIC COMMENT

- None

PRESENTATION

- None

NEW BUSINESS

Meeting Dates for 11-2011 and 12-2011 Meetings

- Mr. Annarella advised the group that he received an email from Ms. Bergan-Schmidt regarding the dates for the November and December 2011 meetings. The Board discussed the dates and their relationship to the upcoming holidays. The Board unanimously agreed to move the November meeting back a week to 11-29-2011 and to cancel the December meeting.

Meeting Dates for 2012

- Mr. Annarella advised the group that the meeting dates for 2012 needed to be discussed and once agreed upon posted on the County website for public viewing. The Board agreed that the 4th Wednesday of the month at 7 pm was still good for the group. It was unanimously agreed to keep the meetings for 2012 the same as 2011, on the 4th Wednesday of each month at 7 pm at Valley Hi.

Public Health and Human Services Admittance Policy Presentation 10-21-2011

- Mr. Annarella provided the Board with a copy of the presentation materials that was given to the PHHS Committee by him on 10-21-2011. Mr. Annarella reviewed some of the key points of the presentation and discussed some of the comments and feedback received from the County Board Members present at the PHHS meeting. Ms. Bergan-Schmidt, who is a member of the PHHS Committee commented on her thoughts regarding the presentation. Chairman Michling indicated that he felt the approximate 10% of residents related to a County employee was low and not a concern. Mr. Kennedy suggested to the group to look at the other side, as frustrating as all the requests in regards to this matter have been, it demonstrates how badly someone would like to live at Valley Hi.





Pre-Employment and Post-Accident Drug Testing

- Mr. Annarella provided the Board with the Assistant State's Attorney review of the merits and risks with Valley Hi adopting a pre-employment and post-accident drug testing policy. Mr. Annarella indicated that the adoption of such a policy may help prevent workplace injuries, avoid hiring employees who may call-off a lot or be late for work, as well as improve upon resident care and staff morale. Mr. Annarella advised the group that no decision needed to be made at the meeting, but Board members should take a moment to review the opinion for future discussion. Mr. Kennedy asked if Mr. Annarella knew what other County nursing homes did in regards to drug testing. Mr. Annarella indicated that he did not but would make some calls and provide the information to the Board.

Life Services Network Membership

- Mr. Annarella provided the Board with a letter recently received from LSN requesting that facility's give \$1,000 each to help close the budget gap being incurred by LSN. Mr. Annarella explained to the Board that Valley Hi would not be giving any additional funds to LSN and explained some of the recent concerns with LSN. Mr. Annarella explained that LSN has contacted members inquiring about bed statistics and has advised facilities that they will be using the bed statistics to determine the 2012 dues. Mr. Annarella further explained that a large dues increase was expected. Mr. Annarella asked the Board what their thoughts were in regards to dropping the LSN membership since the facility was also a member of the Illinois Health Care Association which provides better representation and more timely and accurate information. Ms. Ryan indicated that in her past experience, LSN did not provide her with a lot of benefits for the cost of membership. Ms. Borck also indicated the same. Chairman Michling stated that if Mr. Annarella thought that if IHCA could provide the same benefit for members as LSN or even more, there was no point in paying for two memberships. Mr. Annarella indicated that the final evaluation for membership would come when the new dues rate was received but it appeared at this time that Valley Hi would not be renewing membership.

OLD BUSINESS

Medical Director Recruitment Status

- Mr. Annarella provided the Board with an update to the Medical Director search. Mr. Annarella advised the Board of the status and that no decision has been made yet since Valley Hi was still awaiting response from Centegra in regards to Dr. Nzeribe. Mr. Annarella asked if anyone on the Board knew anyone at Centegra that could assist in moving the process along. Mr. Heisler indicated that he knew a hospital board member and would reach out to him.

Customer Service Program Development

- Mr. Annarella provided the Board with an updated draft Customer Service Program. A discussion was held regarding what would be needed to continue to move the process forward in the development of a formal customer service program. The Board agreed to keep this on the agenda for future meetings.

Pharmacy RFP Status

- Mr. Annarella advised the Board that he was still evaluating the companies that have provided proposals and that a decision would be reached soon. Mr. Annarella advised the Board that he would provide additional information at the next meeting.





Therapy RFP Status

- Mr. Annarella advised the Board that he was still evaluating the companies that have provided proposals and that a decision would be reached soon. Mr. Annarella advised the Board that he would provide additional information at the next meeting.

Involuntary Discharge Proceedings

- Mr. Annarella provided the Board with an update to the involuntary discharge proceedings that were taking place with two families. Mr. Annarella explained that a continuance with both families has been granted since it appears there is some forward movement on the two accounts. Mr., Annarella explained to the Board that as updates became available, he would provide them to the Board, but stressed that although the date of the discharge notices was for November, the goal was not to discharge the residents, but rather get the families to make some movement on the accounts. As long as the families showed that they were working with HFS and the resident accounts, Valley Hi would continue to allow for continuances.

REPORTS TO COMMITTEE

Administrator's Report.

- Tom advised the Board that he has been elected to the Illinois Health Care Association Board of Directors
- Tom provided that Board with an update on the Old Valley Hi demolition project indicating that the demolition was expected to be done by early December 2011
- Tom advised the group that Valley Hi will be working with Dr. LaVigne, a Neuro-psychologist and that Dr. LaVigne would be doing a presentation in November at Valley Hi; a copy of the flyer was included with the packet
- Tom provided the Board with a copy of a news article in regards to indigent burials and McHenry County. Tom explained that the State is no longer paying for them and did not expect it to be a big issue for Valley Hi or McHenry County. Tom explained that McHenry County budgets for the burials through the General Fund and that the issue does not come up often
- Tom provided the group with an update to the nursing home bed tax and explained that the \$6.07 per occupied bed increase was expected to be retroactive to 7-2011, however the tax did not have to be paid until Valley Hi was paid for the services by HFS
- Tom advised the Board that the coming Saturday Valley Hi would be hosting a Halloween party for staff, County Employees, resident families and kids; a copy of the flyer was included in the meeting packet

Census Report

- Tom provided the Board with the census report noting that the current census is 124 with 16 Medicare A short-term rehab residents. Tom noted that there has been a daily census of as many as 18 Medicare A residents in the months of August and September.

Staffing Report

- Tom explained to the Board that Valley Hi has added 3 new employees to the roster and that the facility HR representative was back from FMLA.





Financial Report

- Tom provided the Board with the financial report noting that Revenues were down, however in large part due to a \$22,000 bad debt write-off and \$56,000 in retroactive Medicaid adjustments. Tom noted for the Board that the expenses appeared higher than normal due to there being three payrolls in the month of September. Tom noted that the total income before depreciation for September was -\$59,088 which brought the year-to-date amount to \$104,099.

Quality Indicator Report

- No report at this time due to the changes associated with the switch from MDS 2.0 to 3.0, which is a national change.

Quality Assurance Meeting Minutes.

- The meeting minutes were provided to the Board. Tom explained the facility has been focusing on infection control and prevention, especially due to the Pertussis outbreak in McHenry County. Tom also noted that the facility has begun administering the flu vaccinations to residents and staff.

Resident Council Meeting Minutes.

- The meeting minutes were provided to the Board. Tom noted that the focus of the Resident Council at the last meeting was on dining changes and rehab department concerns.

FUTURE TOPICS

- Customer Service Program
- Medical Director presentation once selected
- Drug testing policy

The next meeting is scheduled 11-29-2011 at 7 pm.

ADJOURNMENT

The Board adjourned by consensus at 9:00 pm.



Valley Hi Nursing Home
Historical Statement of Operations

Description	Mo. Budget	Dec-10	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Total YTD
Operating Revenue:								Actual						
Hospice	17,411	36,979	34,006	28,515	50,774	41,800	43,338	54,662	51,866	53,701	54,941	53,807		504,389
Private Pay	167,400	180,304	195,444	139,933	99,874	115,066	181,021	161,141	161,925	63,611	96,723	97,875		1,492,917
Insurance HMO	0	-	-	9,421	16,360	11,525	-	30,110	-	4,742	13,011	3,947		89,116
Medicare Part A	231,863	136,291	111,706	100,797	142,791	172,421	161,806	175,141	204,372	177,834	159,498	236,355		1,779,012
Medicare Part B	19,110	20,451	27,311	22,047	21,543	23,015	18,932	15,242	8,054	17,017	14,938	4,981		193,531
Medicaid	316,879	370,302	352,160	348,399	409,073	370,065	361,016	308,465	335,895	414,111	359,205	387,594		4,016,285
Other Revenue	(16,761)	702	476	870	(2,802)	(17,314)	747	18,211	917	(442)	(22,921)	(2,620)		(24,176)
Total Income	735,902	745,029	721,103	649,982	737,613	716,578	766,860	762,972	763,029	730,574	675,395	781,939	-	8,051,074
Operating Expense														
Administration	76,160	63,158	64,952	52,773	55,288	71,974	64,797	61,383	63,603	72,200	65,322	65,335		700,785
Laundry	22,070	24,801	20,757	19,886	24,358	23,871	21,513	19,706	18,276	21,234	19,042	20,229		233,673
Housekeeping	34,340	33,989	32,939	29,153	31,392	33,301	33,751	31,825	33,458	35,259	33,481	34,554		363,102
Dietary	94,210	90,171	90,742	88,407	91,581	92,656	89,812	89,393	93,935	92,644	97,078	95,320		1,011,739
Nursing	400,330	399,918	378,321	343,512	360,406	375,553	371,722	372,947	385,297	398,117	389,183	383,467		4,158,443
Therapies	65,430	47,511	45,458	41,443	42,439	47,097	44,205	44,003	38,758	45,060	45,884	49,068		490,926
Activities	17,940	17,497	17,991	16,093	17,842	18,075	17,798	18,179	18,247	20,991	21,862	19,924		204,499
Maintenance	5,350	4,062	5,149	2,690	3,939	3,679	3,569	8,380	4,825	4,858	4,705	4,243		50,099
Indirect (excludes depreciation)	62,650	48,416	45,638	44,390	49,908	45,310	48,391	48,032	54,778	47,462	44,489	46,566		523,380
Facility Management	15,730	15,889	12,570	11,929	13,173	13,504	12,697	13,990	24,769	15,138	13,437	16,791		163,887
Total Expense	794,210	745,412	714,517	650,276	690,326	725,020	708,255	707,838	735,946	752,963	734,483	735,497	-	7,900,533
Operating Income	(58,308)	(383)	6,586	(294)	47,287	(8,442)	58,605	55,134	27,083	(22,389)	(59,088)	46,442	-	150,541
Depreciation		47,363	47,476	47,643	47,643	47,643	47,712	47,750	47,737	47,980	47,876	48,058		524,881
Net Operating Income	(58,308)	(47,746)	(40,890)	(47,937)	(356)	(56,085)	10,893	7,384	(20,654)	(70,369)	(106,964)	(1,616)	-	(374,340)
Interest Income		2,661	1,949	44,079	1,860	25,584	1,236	1,387	1,578	1,550	1,612	7,566		91,062
Non Operating Expense														
New Bldg		31,495	31,495	31,495	31,495	31,670	31,495	31,495	31,495	31,495	31,495	31,495		346,620
Net Income(Loss)		(76,580)	(70,436)	(35,353)	(29,991)	(62,171)	(19,366)	(22,724)	(50,571)	(100,314)	(136,847)	(25,545)	-	(629,898)
Tax Revenue		-	-	-	-	-	-	2,904,110	72,316	278,537	2,413,899	114,658		5,783,520
Income after Tax revenue(Loss)		(76,580)	(70,436)	(35,353)	(29,991)	(62,171)	(19,366)	2,881,386	21,745	178,223	2,277,052	89,113	-	5,153,622
Resident Days:														
Hospice	124	261	241	203	294	300	310	330	371	384	392	373		3,459
Private Pay	930	1,124	1,124	958	1,025	889	936	858	840	824	746	716		10,040
Insurance HMO	0	-	-	18	31	22	-	-	-	-	24	7		102
Medicare Part A	527	256	221	214	310	363	299	405	435	353	323	457		3,636
Medicaid	2,263	2,233	2,202	2,091	2,205	2,115	2,198	2,037	2,161	2,243	2,121	2,213		23,819
Total	3,844	3,874	3,788	3,484	3,865	3,689	3,743	3,630	3,807	3,804	3,606	3,766		41,056
Average Census		125	122	124	125	123	121	121	123	123	120	121	-	123
Agency Nursing included above		-	-	-	-	-	-	-	-	-	-	-		-
Insurance Included above		15,250	18,250	18,250	18,250	18,250	18,250	18,250	18,250	18,250	18,250	18,250		197,750
OPEB included in Administration		3,500	3,500	3,500	3,500	3,500	3,500	3,500	3500	3500	3500	3500		38,500