

**CLAREMONT NURSING AND REHABILITATION CENTER (CNRC)
BOARD MEETING MINUTES**

Monday, July 25, 2016, 10:00 AM

Commissioners' Hearing Room

Present: Commissioners Vincent DiFilippo, Jim Hertzler and Gary Eichelberger; Larry Thomas, Chief Clerk; John Belko, Premier Healthcare Resources, Interim Administrator CNRC; Robert Ritter, Administrator CNRC; Lynette McCulloch, Director of Finance CNRC; Jeanne Mummert, CNRC; Holly Sherman, Human Resources; Helen Schultz, Marketing CNRC; Dana Best, Finance; and Ruth Ann Ciecierski, Recording Secretary.

Call to Order: Commissioner DiFilippo called the meeting to order.

Roll Call: Commissioners DiFilippo, Hertzler and Eichelberger were present.

Public Comment: None

Introduction of New Administrator: Commissioner DiFilippo introduced Robert Ritter as the new CNRC Administrator.

Approval of Minutes:

Commissioner Eichelberger moved to approve the June 27, 2016 CNRC Board Meeting Minutes. Commissioner DiFilippo seconded the motion and it unanimously carried with Commissioner Hertzler abstaining.

Admissions Report – June 2016:

- **Admissions and Referrals:** Lynette McCulloch reviewed the Summary of Admissions and Referrals Report for June, 2016 (see attached).
- **Medical Assistance (MA) Approvals (June):** Ms. McCulloch reported there were 6 MA approved; 16 pending at the County Assistance Office (CAO); and 24 pending in-house (see attached).

Financial Report – June 2016

- Lynette McCulloch reviewed the following items (see attached):
 - Fund Balance
 - Census
 - Revenue
 - Analytical
 - Accounts Receivable

Human Resources Report: Holly Sherman reported on staffing for the month of June. There were currently 8 full-time CNA's, 21 PRN CNA's, 2 full-time LPN's and 1 part-time LPN vacancies. She stated that there will be a meeting on July 27, 2016 regarding the wage reopener.

Other Business/Discussion:

- a. **House Bill 1062 Update:** Ms. McCulloch discussed House Bill 1062 that was signed into law by Governor Wolf, which is now Act 76. There will be a phase-out of the ten-percent county share which will coincide with the implementation of Community Health Choices (CHC). The Act also provides for MA day-one incentive payments to continue to qualified nonpublic nursing facilities in FY 2016-17 with total state funding of \$8 million for the facilities with high Medicare Assistance (MA) occupancy (see attached memo).

- b. Building Security:** Ms. McCulloch discussed a Capital Project Request that will be coming before the Board of Commissioners for a locking reset of doors in the Claremont Nursing Rehab Center for an amount of \$35,000 (see attached). Chief Clerk Thomas suggested that the residents be informed of the changes when the locks are completed.
- c. United Healthcare Contract and Coverage:** Ms. McCulloch discussed the United Healthcare Nursing Home Plan that can be offered to residents at the Nursing Home if they choose to have the Medicare Advantage Plan over traditional Medicare (see attached sample letter). She stated that the Solicitor is currently reviewing the contract and it will be on an upcoming Commissioners' Workshop Meeting for approval.
- d. Marketing Update:** Ms. Schultz reported on marketing activities for CNRC.
- 501(c)(3) Core Committee met on June 21, 2016. The next step will be requesting "Friends of Claremont" as a fictitious name.
 - Bids have been submitted for work on the garden with a start date of August 1, 2016 to be completed by September 30, 2016 at a cost of \$85,000.
 - There has been a discussion about having a ground breaking ceremony for the garden project.
 - The Senior Expo will be held in October, 2016.
- e. Top 2-5 Complaints of Month:** Mr. Belko discussed two complaints for the month of June:
1. CNRC is in the process of making collection efforts for a resident who was sent a bill for \$1,000. Received a check for \$83 and calls were made to work something out for the balance, but they had no response. Mr. Ritter will follow up with a phone call to express their concerns.
 2. Moved female from Transitions Rehab Unit to another area in the Tower, she felt the process was rushed and did not have enough time to make a decision. After meeting and talking with the team, she is feeling better about the move.
- f. Update on any/all significant (reportable) incidents:** Mr. Belko discussed the following incidents:
1. July 2, 2016 – found resident sitting on floor in room. Sent to the hospital, had a fracture in right femur.
 2. July 7, 2016 – found resident on floor, hit head and was checked by the medical director the same day. Two days later resident was found unresponsive with an inter-cranial bleed and passed away. It was discovered the resident had turned off the bed alarm. The State accepted the report with no neglect on the Nursing Home.
 3. July 17, 2016 – found resident on floor; he tried to get his cane and fell. He was sent to the hospital with a fractured pelvis, was treated and sent back to the Nursing Home.
 4. After doing a neurological check, discovered resident had non-active Lyme disease and was treated with antibiotics. The incident was reported to the State.
- g. Other Business:** None

Adjournment: There being no further business to come before the Board, the meeting adjourned at 11:00 am.

Respectfully Submitted,

Ruth Ann Ciecierski
Administrative Assistant