

CLAREMONT NURSING AND REHABILITATION CENTER

MINUTES

Tuesday, February 17, 2015, 10:00 AM

Commissioners' Hearing Room

Present: Commissioners Barbara Cross, Jim Hertzler and Gary Eichelberger; Larry Thomas, Chief Clerk; Sandra Moyle, Deputy Chief Clerk/Meetings Manager; Dana Best, Lynette McCulloch, Finance; John Belko, Premier Healthcare Resources; Helen Schultz, Claremont Nursing & Rehabilitation Center (CNRC); and John Lopp, Facilities Management.

Call to Order: Chairman Cross called the meeting to order.

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

Public Comment: None

Approval of Minutes: Commissioner Eichelberger moved to approve the CNRC Minutes of January 20, 2015. Commissioner Hertzler seconded the motion and it unanimously carried.

Update on Star Rating: John Belko showed a PowerPoint presentation entitled *Revisions to the 5 Star Rating* (see attached). He explained how the requirements for the star ratings have changed and the new ratings will be available on the Nursing Home Compare web site as of February 20, 2015. There was discussion on how the Nursing Home went from a five star rating down to a two star rating.

Admissions and Census Report – January 2015: Lynette McCulloch reviewed the Admissions and Census Report and provided a summary of referrals and admissions for January, 2015 (see attached). She reported that the census report as of today is 270; skilled is down at 20.

Denial Analysis: Helen Schultz reported on the Denial Analysis Report that was requested by Commissioner Cross from October, 2014 to January, 2015 (see attached).

CNRC Staffing: John Belko discussed the CNA, RN and LPN wages and passed out a handout showing comparisons between Claremont and other Nursing Care Facilities (see attached). There was discussion on the wages and Mr. Belko reported that the Nursing Hours Per Patient Day (NHPPD) Report is reviewed daily with a goal of 3.45 (see attached). Mr. Belko reported that current openings are RN Supervisor for 3-11; LPN Part Time 3-11; and PRN Weekend subs (see attached). He discussed how much an increase of ten cents would cost the county for RN's, LPN's and CNA's.

Financial Report – January 2015

- **Census/Revenue Analysis:** Lynette McCulloch reported on the Census Report for January 2015 and showed the comparison to budget. She stated that they were budgeting a reduction in census for January to 264 in anticipation of the opening of the Rehab Unit. The census is at 271.67 for January with 7.67 average bed days over which equates to 238 days over census for the month of January. That provides \$45,000 additional revenue from Room and Board and a total of \$48,000 total revenue over budget (see attached). She reviewed the Fund Balance Trends (see attached).
- **Analytics:** Ms. McCulloch reviewed the Analytical Reports for the month of January (see attached).

- **Hardship Waiver:** Ms. McCulloch reported that they received the denial for the hardship waiver that was filed for a resident. The District Attorney's Detective came over two weeks ago and she reported the case is being reviewed.

Other Business/Discussion

RFP for Management of CNRC: Chief Clerk Thomas stated that there are conference calls scheduled with both of the finalists in the coming week and they hope to make a recommendation to the Commissioners in two weeks.

Rehab Unit:

- **Inspections/Occupancy Update:** John Lopp reported on the Life Safety Inspection that was held for the Rehab Unit. They found one situation with the Rehab Unit where some of the areas were not sealed. Another situation involved the drawing the architect was supposed to submit to Life Safety that was not submitted. He reported that to date the drawings have been submitted and the contractor has fixed almost everything. As soon as the last item is completed, Life Safety will be called for the follow-up inspection. The Department of Health (DOH) will come in after the Life Safety inspection is done.
- **Marketing Update Including Name Registration:** Ms. Schultz reported an update on the marketing for the Rehab Center. She noted that the name registration of the trademark for Heritage Harbor was done and only limited risks were identified.

Endowment: Chief Clerk Thomas reported that there is a meeting set up with the stakeholders to be part of the decision on how the endowment should be used.

Grant Application: Mr. Belko reported that the Department of Health (DOH) has put out a grant application that will be no greater than \$50,000. The first grant deadline submission is March 31, 2015 and the second deadline is September 30, 2015. Claremont is looking to get grant money to be used for the addition of music therapy in the Nursing Home through the Activities Department. The plan is to have a contracted music therapist come in and work with the staff to carry out the program with the dementia patients. There is no match for the grant or risk from the County.

Kronos Update: Lynette McCulloch reported on the Kronos Project for Beth Chornak. She reported that the Scheduler Training is slated for Friday, February 27, 2015. The manual includes the best practices on creating a new schedule and filling a vacancy when call offs occur. Leisa Spence is working with Human Resources to move all nursing staff (floating) into one department. Once the float staff is moved, they can copy the interfaces and move the Advanced Schedule set up to production. Chief Clerk Thomas stated that he would like a follow-up meeting including the two schedulers to see what progress was being made.

Update on any/all significant (reportable) incidents: John Belko reported and discussed two reportable events that occurred since the last meeting.

Executive Session: None.

Adjournment: There being no further business to come before the Board, the meeting was adjourned.

Respectfully Submitted,

Ruth Ann Ciecierski
Administrative Assistant