

Call to order

- Citizens Care Board Vice-Chair Carol Lienhard called the meeting to order at 10:05 am.

Board Members present

- Wendall Baxter, Jacob Bennett, John Corrieri, Jr., Shobita DuBois, Carol Lienhard, Rodney Swam, and Kim Zavrotny. Patricia Scott-Badeker and Cathy Vincenti were absent. Andrew Young arrived at 10:47. Heather Cantos, Legislative Aide to Councilman Bennett was present as a guest.
- It was determined that a quorum was present.

Staff present

- Ed Walter - Administrator, Cassie Evering – Director of Nursing, Keith Streett - Business Operations.

Approval of Minutes

- Shobita DuBois motioned to table the June minutes until all Board members could review them. Wendell Baxter seconded the motion. A vote occurred and was unanimous in favor of tabling. Minutes will be approved at the next Board Meeting.

Nursing Report – Cassie Evering

- Infection Control: preparing for Cold, Flu, and Covid season.
- Vaccine Clinic: working on a schedule for September and October.
- Staffing:
 - 3 full-time evening nurses out for various reasons.
 - HCC Nursing and Nursing Assistant students are currently studying in the building.
 - Will attend the HCC job fair on September 5th.
- CNA/GNA Courses:
 - 9 students passed written test, 1 pending result.
 - 5 skills tests scheduled for next week, 5 for later in August.
 - 8 have finished their orientation and are filling in open shifts.

Administrator's Report – Ed Walter

- Census:
 - The average daily census for June was 115.
 - There were 23 admissions, 10 discharges, and 6 deaths.
- Outreach:
 - First Friday in June.
 - Summer treat bags delivered to Case Managers at local hospitals.

- Celebrated National Donut Day with local hospitals, home health, and assisted living partners.
- Forming a committee for the annual Alzheimer's Association Walk.
- Human Resources:
 - There were 3 new hires (2 LPN and 1 Security Assistant) and 2 departures.
 - All departments are reviewing staffing needs in preparation for increased census as new fiscal year starts.
 - Facility turnover rate: 1.08%.
- Losses/Concerns:
 - 3 incidents/concerns:
 - 1 allegation of physical contact, resident presents with challenging behaviors following admission to what is their 3rd recent facility. Video was reviewed with no evidence found, and the resident is now beginning to adjust better. 1 bruise noticed by staff, related to injection site. 1 scratch determined to be self-inflicted.
 - 3 losses, all resolved.

Financial Report – Keith Streett

- Occupancy Rate: 81%.
- Payer Mix: 7.5% Private, 78% Medicaid, 14% Medicare/Managed Care.
- Net Gain/Loss for the month shows a loss – these are all preliminary numbers at the end of the Fiscal year.
- Budget vs. actual variances: Agency nursing over budget, health insurance over (but under for the year), overtime pay over budget.
- There was discussion about the process of spending down assets and medical assistance applications.
- Annual audit will start in August and wrap up in October. Last year it was presented to the Board in December.

Old Business

- Riverwalk Refresh Update:
 - Taking care of condensation issues found on pipes in the ceiling.
 - After a recent storm the day room took on ground water. Siding and landscaping are being reviewed. Amount of rainfall and driving wind were factors. Backup generators did work correctly for an 8-hour power outage.
 - Next walk-through July 29th. Hoping for August 4th re-opening day.
 - 22 beds will be for skilled rehab.
- Credentia Test Site approved. Next GNA class can be tested at Citizens Care.
- GNA program renewal: waiting for a response to last email.



New Business

- John Corrieri, Jr. complemented Citizens Care's use of social media. Positive posts are well received in the community.
- New Signs have been created using comments from family members. These are being used at events and in the hallways for staff appreciation. Also working with a county vendor for a new sign at the front of the building.
- November and December meetings are both scheduled for holidays. The Board agreed to combine those meetings on December 11th.

Adjournment

- Board Vice-Chair Carol Lienhard adjourned the meeting at 11:27 am.

Minutes Compiled and Submitted by Heather Cantos, proxy to Jacob Bennett, Board Secretary.

