

VALLEY HI COMMITTEE
McHenry County - Valley Hi Nursing Home
2406 Hartland Road
Woodstock IL 60098

MINUTES OF THURSDAY, JANUARY 15, 2009

Chairman Dvorak called the Valley Hi Committee meeting to order at 10:03 a.m. The following Committee Members were present: Ed Dvorak, Chairman; James Heisler; James Kennedy; Mary McCann, Marc Munaretto and Kathleen Bergan Schmidt. John Hammerand was absent. Also in attendance: Pete Austin, County Administrator; Representatives from Revere Healthcare; Ralph Sarbaugh, Associate County Administrator-Finance; Cathy Link, Purchasing; John Hadley, Facilities Management; Bob Yearian, Valley Hi Administrator; interested public, 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 November 13, 2008. Mr. Munaretto made a motion, seconded by Mr. Kennedy, to recommend approval of the minutes as presented. The minutes were approved with all members present voting aye.

PRESENTATIONS: None

PUBLIC COMMENT

Former County Board Member and Valley Hi Chairman, joined committee members and informed them that her family has donated a bird sanctuary to the Valley Hi residents in her honor. The family will be donating the 4'X6' cage, birds, feed and care for the first six months. Members of staff have voiced that they would help maintain this sanctuary, but, concern was raised by Mr. Hadley as his staff is not trained or qualified to take care of birds, nor is this in any of their job descriptions. Ms. McCann noted that the Valley Hi Foundation has some remaining funds in their account and maybe this would be a good project for the foundation to pay for. Mr. Yearian noted that in most nursing homes that have a sanctuary, the care and cleaning is handled by an outside contractor. It was suggested that costs for the care of the sanctuary be researched for committee members to review.

NEW BUSINESS

Conclusion of the State survey findings: Committee members stated they are disappointed in the ratings of Valley Hi based upon the amount of money spent at the facility. Committee members were informed that the State has given final clearance on the installation of the sprinkler systems installed under the outside canopies. Because of the State survey findings, the facility was assessed a \$4,400 penalty. The facility has requested a review of the penalty, if the reviewers agreed, the fine would be reduced by 35%. The complaint investigation took place in June after which time the penalty was assessed. The penalty would be paid this month. It was noted that the recent findings are from a new rating system, based upon a three year survey, by the Federal Government. The facility received an overall average rating of 3 (out of 5). Quality rated 2, staff rated 3, end staff rated 4 and the overall rating came in at 3. The ratings are based upon 10 measures of care. Last year the facility had 7 items out of compliance out of 10 and this was brought down to 1 out of compliance. The facility has every intention to improve their ratings. The facility received low ratings because of the high use of agency staff. When creating the survey, they only look at a two week period out of the whole year. Mr. Yearian noted that even though they only look at a small portion of the year, it is a good time to have these surveys completed. This is the first pass at this system and they are seeing a lot of protests. It will take awhile to work the bugs out of the system. All licensed facilities that receive Medicare or Medicaid funds at nursing levels were included in the survey.

Review of Revere Contract: Chairman Dvorak noted that some newer members of the committee may not have received a copy of the Revere Contract for review. If needed these could be provided. The Revere Contract will expire on October 16th, with approximately 10 months left on their contract. Mr. Austin noted that his intent was to include this item on the agenda in order to highlight what has been accomplished at the facility and discuss where to go from here. Since November 2007, there has been a lot of transition at the facility. There have been many changes to personnel, dietary as well as a new head nurse. They feel the facility is now on solid ground with their staffing issues. There has been a new dietary manager, Director of Nursing and Quality Assurance Manager hired. Resident levels have been approved and are slowly changing to reflect the needs of the facility. The suggested resident levels previously approved are to obtain 80% Medicaid, 20% Medicare and 20% private pay. The facility will never completely reach the desired levels and this is just a goal. The third part of the anticipated increase to the private pay rates are expected in the near future. In the next 9 to 10 months the focus will be on how best to manage the business office at the facility as well as the food and dietary issues. We will review whether we should continue with a contract or handle the facility on our own. Mr. Austin challenged committee members to think about where they want to be come November.

Discussion on proposed goals/workplan for 2009: Committee members were challenged to think about what the goals and workplan should be for the coming year. Committee members noted that the decrease use of agency staff should remain as a goal. They were reminded that the facility will never end the use of agency staff as some agency use will always exist to fill

the needs at the facility, but, with the implementation of the registry program, which is an in-house program, this should build an internal way to control the use of agency staff. The training of the business staff is on-going, and it is important that they learn how to import the information from the county system to the internal system. This will require continued training. It is hopeful that it will be easier to extract information after an additional four to five months training. Over the course of a couple of months, the facility has made a concerted effort to reduce the use of agency staff. If the facility typically had 6 nurses scheduled on a shift and only 5 came in, they did not use agency staff, but, use management to fill the vacancy. The facility is now staffing at more traditional levels with the use of its own staff. Now the facility can concentrate on area needs in order to meet the Medicare/Medicaid goals. Each level of care requires different needs of staff. They will work hard to accomplish the levels needed and the key is to understand the critical indicators and understand what numbers can be flexible. It was noted that there will be a challenge for this committee to raise objectives by measuring what has been done and look at a two part plan for the next two years. Mr. Munaretto noted that the Finance and Audit Committee will increase its dealings with this committee in order for them to accomplish their goals. Part of the goals and objectives should include the quality of care, the financial operations and the creation of a five year operating plan for the facility. There will be three questions that need to be answered, the first being whether the county should continue to own or sell Valley Hi, or should the facility be managed internally or through a contract. Another question for committee members is what is Revere's work plan for this year. There is a need to have a "work" session to discuss some long term goals. To just "cut agency staff" is not the only goal for the facility. It was noted that Valley Hi needs to confront the costs of the facility and state whether the county is willing to subsidize nursing costs to the tune of \$2 million dollars a year. Mr. Munaretto noted that the Finance and Audit Committee could review and try to understand the finances of Valley Hi but again the questions remain, does the county want to manage Valley Hi or do we want to continue with outside management or should we even remain in the nursing home business. These are hard questions that everyone needs to be thinking about. Rate increases with help with the above as the County is not competitive in the outside market. We have to ask why our private pay residents are paying so much less than other private pay facilities in the County. It was noted that this is an unreasonable expectation.

Meeting date/time: Chairman Dvorak questioned committee members whether the committee meetings could be held at the County Buildings or if we should continue with meeting at Valley Hi on a bi monthly basis. Now that there is a better line of communication it was felt that holding the committee meetings at the County would be a good idea. The Valley Hi Administrator noted that it might be better to meet at Valley Hi after a committee meeting to have a "resident's chat with Board Member's" as the residents seem to prefer meeting on a one on one basis. Ms. Zierer, former Valley Hi Chairman voiced concern noting that the Valley Hi residents had written a letter requesting that some of the committee meetings be held at the facility and the committee voted to meet bi-monthly at the facility. It was stated that some of the issues being discussed by the board members could be very confusing and scary to some of the residents and suggested meeting at Valley Hi on a quarterly basis. Committee members agreed that the committee should meet on the second Thursday of the month at 8:30a.m. at the Administration Building and meet quarterly at the same time, out at Valley Hi. Committee members agreed with this suggestion. Committee members requested that the committee continue to be informed of special events that may take place at the facility for those interested in attending. The new meeting schedule will allow for four meetings per year to be held at Valley Hi and 8 meetings at the Administration building.

Committee members were informed that some county board members receive complaints from staff regarding issues at Valley Hi. They were requested to remember the chain of command and refer any complaints to the appropriate personnel, whether this is Human Resources, the Valley Hi Administrator or County Administrator.

OLD BUSINESS

None

FUTURE TOPICS

None

REPORTS TO COMMITTEE, AS APPLICABLE

Administrator's Report: Committee members were presented with the financial report and Administrators report for the current month. The yearend expenses are shown to be a little lower because of some yearend adjustments. It was noted that the financial report is just a snap shot of the actual financial report for Valley Hi. The actual report is about 10 pages long, for those interested in reviewing the actual report. The report will always vary as some of the expenses, like utilities, are estimated. The next report will be very short since it will be the beginning of the newyear.

Mr. Yearian noted that one of the long term goals for Valley Hi Administration is to address staffing issues. He informed committee members that they recently held a very successful job fair. They had 8 nurses and 12 CNA's attend. Two nurses and 5 CNA's were hired as a result of the job fair. They are still working to recruit some of the remaining attendees. Some of the nurses wanted to work part time and Valley Hi is looking to hire full time staff. One nurse may be used for a registry position. It was suggested that Valley Hi try to recruit from colleges near the Wisconsin boarder. Mr. Yearian noted that the focus will remain on hiring their own staff and use the in house registry to fill the gaps as needed. He informed committee members that they were able to fill the gaps in staff because of snow issues with the registry so staffing issues are getting better.

Ms. Link joined committee members and informed them that she has been working on contract items with Valley Hi. They have received a response for a recent bid for the purchase of egg/dairy products for the facility. This will be going to Finance and Audit for approval. She was able to obtain a two year contract in order to keep costs down at the facility.

There is another bid, due February 3rd for medical supplies. They are been receiving quite a few inquiries regarding this bid, so this should be a very competitive bid process.

It was suggested that for the next committee meeting that the Valley Hi committee members concentrate on creating a two year committee plan and then discuss the five year plan for Valley Hi. Everyone should think about what this committee should concentrate on and then create a list of ten "big" issues for discussion.

EXECUTIVE SESSION

None

ADJOURNMENT

Mr. Kennedy made a motion, seconded by Ms. McCann to adjourn the meeting at 11:18 a.m. The motion carried with a unanimous voice vote.

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RECOMMENDED FOR BOARD/COMMITTEE ACTION:

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