

**Board of Directors  
Champaign County Nursing Home (CCNH) –Minutes  
Urbana, Illinois  
February 13, 2017**

Directors Present: Anderson, Banks, Hartke, Hodson, Sutton

Directors Absent/Excused: Busey, Emanuel,

Also Present: Asplund, Gima, Noffke, Snider, Weibel, Petrie

**1. Call to Order**

Chair Anderson called the meeting to order at 6:00 p.m.

**2. Roll Call**

Asplund called the roll of Directors. A quorum was established.

**3. Approval of Agenda**

The board approved the agenda as distributed (motion by Banks, second by Hartke, unanimous).

**4. Approval of Minutes**

The board approved the open session minutes of January 9, 2017 as distributed (motion by Sutton, second by Banks, unanimous).

**5. Public Participation**

David Laker asked whether this Board would form a group to address the April referendum. He indicated he would assist in order to get the message out to the community, in support of the sales tax. Mr. Laker stated the temperature of the food has not improved since the implementation of the induction tables. According to Mr. Laker, it takes 45 minutes to serve the entire dining room. He asked that a supervisor be in the dining room for the duration of each meal to coordinate efforts. Mr. Laker was in the home on the rollout day for the induction tables and thought that day went well. He stated that two days later, it was miserable.

Richard Kruidenier stated he celebrated his sixth year of residency at this Nursing Home this week. Mr. Kruidenier sees the induction tables as an improvement. He noted that he has observed the CNAs who have been here for a number of years are frustrated with the lack of a full staff. Mr. Kruidenier reported several challenges with the type of work performed by the CNAs at the Nursing Home; including dealing with combative residents. He stated he disagrees with MPA's staffing reports and asserted the home is frequently short-staffed. According to Mr. Kruidenier, the facility is always clean. He also commented he appreciated the new paint.

Mary Shultz also commended the cleanliness of the floors and the new paint. Ms. Schultz stated she has observed a slight improvement in the food temperature. She requested MPA bring in a professional service to review the food service flow to improve efficiency. Ms. Schultz commented she found the traffic flow and speed lacking in the kitchenettes. She asked whether the beverage storage moved out of the dining areas permanently or just temporarily while the induction tables are being set up. Ms. Schultz requested specific details regarding discrepancies between family observations and MPA staffing reports.

**6. Communications**

Mr. Anderson shared comments from missing board members Deb Busey and Cathy Emmanuel.

**7. Management Update**

Scott Gima began the discussion with an update on the Medicaid applications. He reviewed the content of the memo dated February 9, 2017. According to Mr. Gima, there are 49 open applications. He stressed this does not help the cash flow issue; as he has no idea when payment will actually arrive.

Rick Snider commented he, Josh Drake, and Gary Winschel met with Senator Rose & Representative Halbrook, DHS and the Governor's staff. Mr. Snider stated that the initially denied request for a cash advance is being reconsidered. The \$400,000 requested would cover the home through April, 2017.

Karen Noffke reviewed the staffing report provided in the agenda packet. Ms. Noffke stated there has been a downturn in applicants due to the perceived instability of the home. The committee discussed the CNA staffing numbers in the report. Mr. Gima commented he is uncomfortable with them because of a new reporting system recently implemented.

**8. Food Service Update**

Karen Noffke confirmed that the induction tables are in place. According to Ms. Noffke, the feedback is favorable and there have been no cold food complaints. She stated hot beverage were removed due to safety concerns. Beverages are in each unit's "nourishment" area.

Ms. Noffke provided an update on the status of cloth napkins. She suspects that they were mistakenly thrown in with the trash. Ms. Noffke explained a new system for collecting used napkins.

According to Ms. Noffke, Laura Collins is the New Regional Food Service Manager and she is on site more frequently than the previous person. She also stated Roy Burgess is the new Dietary Manager. Ms. Noffke assured the board these new staff are addressing the missing food issue as well.

**9. Review of County Consultant Final Report**

Mr. Snider reviewed the highlights from Mr. Aldrich's final report. He stressed the focus on strategy moving forward; specifically the need for a new, sustainable model for the home. Mr. Snider commented that Mr. Aldrich spent a good deal of time speaking to area hospitals and health care providers. He commented on the limitations created by IL statues regarding the creation of a public-private partnership. The board requested Mr. Snider work with the State's Attorney to determine what the options are.

Mary Hodson informed the board that the "Friends of Champaign County Nursing Home" published a press release last Tuesday regarding the first initiative to recognize employees and receive donations. Mr. Banks asked how many county-run nursing homes in Illinois have Foundations associated. According to Mr. Snider, there are 24 county-owned facilities in Illinois.

**10. New Business**

Mr. Anderson began the discussion with a review of the staffing issue. He asked what the exit process is. Amanda Bloomfield stated she meets with all those who give advanced notice. Mr. Anderson asked what is done with the information gleaned from these exit interviews. Ms.

Bloomfield provided details of the process as well as examples of how the information is used to make changes.

**11. Closed Session**

Motion by Mr. Banks to enter into Closed Session pursuant to 5 ILCS 120/2(c)(11) to consider litigation which is probably or imminent against Champaign County and that the following parties remain present: County Administrator, Nursing Home Director, MPA VP, and recording secretary; seconded by Mr. Hartke.

Roll call vote:

Aye: 4 –Hartke, Hodson, Sutton, Banks, Anderson

Nay: 0

Motion carried with unanimous support.

The Nursing Home Board of Directors entered into Closed Session at 7:44 p.m.

The Nursing Home Board of Directors resumed Open Session at 8:03 p.m.

**12. Items for Board Approval**

The board approved the 2017 calendar of meetings (motion by Hartke, second by Banks, unanimous).

Mr. Snider provided a handout with a draft of the RFP, with a proposed timeline. He suggests a goal of February 27, 2017 to post the advertisement. Mr. Anderson suggested language regarding the referenda for the RFP; so potential bidders are aware of the issue.

Mr. Snider agreed to add the following items to the RFP: metrics, administrator language, response to address turnover, strategic improvement.

The board approved the RFP for a management company to operate the Nursing Home (amended motion by Hartke, second by Hodson, unanimous).

Items XII C and D are tabled.

**13. Next Meeting Time & Date**

The next meeting is scheduled for Monday, March 13, 2017 at 6:00 pm.

**14. Adjournment**

Chair Anderson declared the meeting adjourned at 8:34 p.m.

Respectfully submitted:  
Tammy Asplund  
Recording Secretary