



CHAMPAIGN COUNTY NURSING HOME BOARD OF DIRECTORS

AGENDA

County of Champaign, Urbana, Illinois

Monday, October 2, 2017 - 6:00 p.m.

In-Service Training Room

Champaign County Nursing Home, 500 S. Art Bartell Road, Urbana

Committee Members:

Jack Anderson – Chair

Sam Banks

Deb Busey

Catherine Emanuel

Josh Hartke

Mary Hodson

Edmund Sutton

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda/Addenda
- IV. Approval of Minutes
 - A. September 11, 2017 1 - 2
- V. Public Participation
- VI. Communications
- VII. Management Update
 - A. Financial Report (to be distributed)
- VIII. FY2018 Budget 3 - 4
- IX. Next Meeting Date & Time
 - A. Monday, November 13, 2017 at 6:00 p.m.
- X. Adjournment

**Board of Directors
Champaign County Nursing Home (CCNH) –Minutes
Urbana, Illinois
September 11, 2017**

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

Directors Absent/Excused: None

Also Present: Asplund, Colbrook, Dankur, Koenig, Snider

I. Call to Order

Chair Anderson called the meeting to order at 6:03 p.m.

II. Roll Call

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

III. Approval of Agenda

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

IV. Approval of Minutes

The board approved the minutes from August 14, 2017, as distributed (motion by Busey, second by Hartke, unanimous).

V. Public Participation

Richard Kruidenier commented the quality of the food has deteriorated recently.

VI. Communications

Mr. Sutton communicated details of an incident relating to the Adult Day Care Program, as they were relayed to him by the spouse of the person involved.

VII. Old Business

Ms. Hodson thanked several board members and nursing home employees for their help with the event. She noted that Red Bicycle Ice Cream was well-received. Ms. Hodson commented that the Almost-A Trio is willing to perform at future events.

Ms. Emanuel noted the Auxiliary and Friends of Champaign Nursing Home is planning an art walk. Mr. Hartke suggested an event in conjunction with Halloween; perhaps Trick-or-Treating. Ms. Busey suggested connecting with Prairie to bring pre-school age children in.

VIII. Management Update

A. Financial Report

Ms. Koenig introduced Tom Dankur, who called on a cell phone to summarize the financial reports and answer questions. Mr. Dankur reviewed the reports provided in the agenda packet. He noted these reports are on an accrual basis.

Ms. Koenig noted the current census is 132, with a single bed hold.

Mr. Snider explained he will present two options for the FY2018 budget at the Committee of the Whole meeting. He noted final adoption will be in November. Ms. Emanuel asked Mr. Snider to email the budget presentation to the Nursing Home Board for review.

IX. Next Meeting Date & Time

Mr. Anderson noted October 9 is a County Holiday (Columbus Day). Mr. Hartke suggested moving the meeting to Monday, October 2, 2017 at 6:00 p.m. All agreed.

X. Adjournment

Mr. Anderson declared the meeting adjourned 6:41 p.m.

Respectfully submitted:

Tammy Asplund

Recording Secretary

Nursing Home Fund 081 Summary

			2016	2017	2017	BUDGET A	BUDGET B
			Actual	Original	Projected	2018	2018
						Budget	Total
311	32	CURR PROP TX-NURS HM OPER	\$1,159,938	\$1,250,370	\$1,206,593	\$1,266,777	\$ 1,266,777
313	32	RE BACKTAX-NURS HOME OPER	\$683	\$0	\$0	\$0	\$ -
314	10	MOBILE HOME TAX	\$1,073	\$0	\$0	\$0	\$ -
315	10	PAYMENT IN LIEU OF TAXES	\$816	\$0	\$0	\$0	\$ -
		PROPERTY TAXES	\$1,162,510	\$1,250,370	\$1,206,593	\$1,266,777	\$ 1,266,777
345	17	NH CARE-VET ADM PATIENTS	\$552,474	\$464,189	\$598,144	\$428,875	\$ 250,177
345	18	ADLT DAYCARE-VA CLIENTS	\$126,310	\$100,000	\$57,991	\$48,000	\$ 28,000
345	19	NH CARE-HOSPICARE PATIENTS	\$473,165	\$399,511	\$298,921	\$0	\$ -
345	20	ADLT DAYCARE-PRIV CLIENTS	\$32,505	\$30,000	\$38,221	\$36,000	\$ 21,000
345	21	ADLT DAYCARE-IDOA CLIENTS	\$106,782	\$105,000	\$105,589	\$98,000	\$ 58,000
345	22	NH CARE-PRIV PAY PATIENTS	\$3,070,873	\$3,114,680	\$2,308,288	\$2,521,777	\$ 1,471,037
345	23	NH CARE-MEDICAID PATIENTS	\$5,757,800	\$6,173,634	\$5,119,573	\$5,879,347	\$ 3,429,819
345	26	NH CARE-MEDICARE/A PATNTS	\$1,101,395	\$903,375	\$1,209,358	\$1,285,697	\$ 749,990
345	27	NH CARE-MEDICARE/B PATNTS	\$148,046	\$215,000	\$219,915	\$222,000	\$ 129,500
345	29	NH CARE-PRIV INSUR PATNTS	\$1,368,985	\$1,806,750	\$612,006	\$487,823	\$ 284,583
345	33	NURS HOME BEAUTY SHOP REV	\$30,689	\$35,000	\$26,726	\$26,400	\$ 15,400
345	34	MEDICAL SUPPLIES REVENUE	\$50,806	\$60,000	\$21,589	\$21,600	\$ 12,600
345	35	PATIENT TRANSPORTATN CHGS	\$17,438	\$20,000	\$12,666	\$7,800	\$ 4,550
		FEES AND FINES	\$12,837,268	\$13,427,139	\$10,628,987	\$11,061,319	\$ 6,452,436
		SALE PROCEEDS	\$0	\$0	\$0	\$0	\$ 11,000,000
361	10	INVESTMENT INTEREST	\$545	\$0	\$0	\$0	\$ -
363	50	RESTRICTED DONATIONS	\$4,542	\$2,000	\$1,615	\$0	\$ -
369	12	VENDING MACHINES	\$3,530	\$2,300	\$1,735	\$3,480	\$ 1,740
369	20	NURS HOME MEAL TICKETS	\$1,528	\$0	\$540	\$0	\$ -
369	30	LATE CHARGE, NSF CK CHG	\$0	\$5,000	(\$973)	\$0	\$ -
369	42	WORKER'S COMP. REIMB.	\$501	\$0	\$0	\$0	\$ -
369	90	OTHER MISC REVENUE	\$0	\$8,000	\$2,478	\$1,800	\$ 900
		MISCELLANEOUS	\$10,646	\$17,300	\$5,395	\$5,280	\$ 11,002,640
		REVENUE TOTALS	\$14,010,424	\$14,694,809	\$11,840,975	\$12,333,376	\$ 18,721,853
511	3	REG FULL-TIME EMPLOYEES	\$3,697,361	\$3,776,068	\$3,201,941	\$4,362,490	\$ 2,349,033
511	4	REG PART-TIME EMPLOYEES	\$96,790	\$103,468	\$147,342	\$218,925	\$ 117,883
511	5	TEMP SALARIES & WAGES	\$214,319	\$70,000	\$283,413	\$0	\$ -
511	6	PER DIEM	\$2,790	\$3,000	\$2,160	\$3,000	\$ 1,500
511	9	OVERTIME	\$719,632	\$418,910	\$701,157	\$130,034	\$ 70,018
511	43	NO-BENEFIT FULL-TIME EMPL	\$1,662,363	\$1,439,542	\$1,136,826	\$1,095,828	\$ 589,954
511	44	NO-BENEFIT PART-TIME EMPL	\$299,264	\$359,894	\$333,808	\$0	\$ -
513	1	SOCIAL SECURITY-EMPLOYER	\$485,580	\$468,940	\$458,440	\$444,470	\$ 239,330
513	2	IMRF - EMPLOYER COST	\$527,986	\$517,979	\$485,187	\$478,751	\$ 257,789
513	4	WORKERS' COMPENSATION INS	\$172,221	\$183,284	\$161,989	\$173,722	\$ 93,543
513	5	UNEMPLOYMENT INSURANCE	\$106,428	\$220,890	\$89,264	\$102,247	\$ 55,056
513	6	EMPLOYEE HEALTH/LIFE INS	\$661,393	\$841,081	\$694,666	\$880,764	\$ 474,258
513	20	EMPLOYEE DEVELOPMNT/RECOG	\$873	\$2,500	\$299	\$2,400	\$ 1,200
513	21	EMPLOYEE PHYSICALS/LAB	\$23,574	\$45,000	\$24,509	\$30,000	\$ 15,000
		LEAVE PAYOUT	\$0	\$0	\$0	\$0	\$ 250,000
		PERSONNEL	\$8,670,574	\$8,450,556	\$7,721,001	\$7,922,431	\$ 4,514,563
522	1	STATIONERY & PRINTING	\$877	\$3,000	\$2,615	\$720	\$ 480
522	3	BOOKS,PERIODICALS & MAN	\$558	\$2,200	\$3,188	\$1,560	\$ 1,040
522	4	COPIER SUPPLIES	\$2,932	\$6,000	\$0	\$0	\$ -
522	6	POSTAGE, UPS, FED EXPRESS	\$6,751	\$4,000	\$5,421	\$4,800	\$ 3,200
522	10	FOOD	\$5,438	\$0	\$140,320	\$300,935	\$ 200,823
522	12	STOCKED DRUGS	\$1,183	\$37,093	\$38,564	\$33,800	\$ 22,400
522	15	GASOLINE & OIL	\$9,972	\$11,500	\$10,442	\$10,000	\$ 6,667
522	16	TOOLS	\$210	\$250	(\$189)	\$0	\$ -
522	17	GROUNDS SUPPLIES	\$343	\$1,000	\$0	\$0	\$ -
522	22	MAINTENANCE SUPPLIES	\$21,288	\$20,000	\$8,250	\$10,000	\$ 8,667
522	25	DIETARY NON-FOOD SUPPLIES	\$1,247	\$0	\$4,988	\$1,740	\$ 1,160
522	28	LAUNDRY SUPPLIES	\$15,383	\$10,000	\$9,736	\$10,000	\$ 6,667
522	31	PHARMACY CHRGS-PUBLIC AID	\$2,031	\$22,975	\$22,246	\$18,240	\$ 12,160
522	33	OXYGEN	\$17,795	\$16,900	\$11,763	\$12,900	\$ 8,600
522	34	INCONTINENCE SUPPLIES	\$46,876	\$111,194	\$75,079	\$86,290	\$ 57,527
522	35	NUTRITIONAL SUPPLEMENTS	\$35,451	\$60,000	\$22,785	\$24,269	\$ 16,179
522	36	PHARMACY CHRGS-INSURANCE	\$1,023	\$117,129	\$88,567	\$90,420	\$ 60,280
522	44	EQUIPMENT LESS THAN \$5000	\$27,989	\$13,400	\$29,585	\$18,980	\$ 11,320

Nursing Home Fund 081 Summary

				BUDGET A		BUDGET B		
				2016	2017	2017		
				Actual	Original	Projected		
				2018		2018		
				Budget	Total	Total		
522	91	LINEN & BEDDING		\$10,817	\$20,000	\$8,858	\$20,000	\$ 13,333
522	93	OPERATIONAL SUPPLIES		\$177,923	\$276,745	\$167,023	\$206,674	\$ 137,783
522	98	PHARMACY CHARGES-MEDICARE COMMODITIES		\$6,064	\$101,043	\$78,829	\$55,704	\$ 37,136
				\$392,151	\$834,429	\$728,070	\$904,832	\$ 603,221
533	1	AUDIT & ACCOUNTING SERVCS		\$0	\$55,000	\$37,692	\$37,692	\$ 25,128
533	3	ATTORNEY/LEGAL SERVICES		\$86,758	\$60,000	\$105,537	\$60,000	\$ 130,000
533	4	ENGINEERING SERVICES		\$54,966	\$15,000	\$163	\$15,000	\$ 10,000
533	6	MEDICAL/DENTAL/MENTL HLTH		\$19,728	\$50,000	\$68,325	\$68,450	\$ 48,300
533	7	PROFESSIONAL SERVICES		\$1,373,713	\$1,641,315	\$1,427,623	\$1,444,270	\$ 1,162,847
533	12	JOB-REQUIRED TRAVEL EXP		\$1,981	\$2,000	\$645	\$2,100	\$ 1,400
533	17	FIELD TRIPS / ACTIVITIES		\$71	\$500	\$0	\$0	\$ -
533	20	INSURANCE		\$142,860	\$290,000	\$274,097	\$290,000	\$ 193,333
533	22	LABORATORY FEES		\$7,140	\$16,745	\$7,178	\$6,780	\$ 4,520
533	26	PROPERTY LOSS/DMG CLAIMS		\$20	\$2,000	\$0	\$0	\$ -
533	29	COMPUTER/INF TCH SERVICES		\$87,448	\$100,000	\$106,668	\$100,000	\$ 66,667
533	30	GAS SERVICE		\$131,105	\$175,000	\$138,127	\$138,000	\$ 92,000
533	31	ELECTRIC SERVICE		\$409,661	\$300,000	\$368,426	\$286,600	\$ 191,067
533	32	WATER SERVICE		\$36,587	\$35,000	\$35,485	\$37,200	\$ 24,800
533	33	TELEPHONE SERVICE		\$19,989	\$20,000	\$16,171	\$20,000	\$ 13,333
533	34	PEST CONTROL SERVICE		\$7,998	\$6,250	\$6,500	\$5,400	\$ 3,600
533	36	WASTE DISPOSAL & RECYCLNG		\$34,798	\$35,000	\$34,011	\$34,020	\$ 22,680
533	40	AUTOMOBILE MAINTENANCE		\$6,025	\$10,000	\$5,530	\$5,700	\$ 3,800
533	42	EQUIPMENT MAINTENANCE		\$24,693	\$26,000	\$17,373	\$25,000	\$ 16,667
533	51	EQUIPMENT RENTALS		\$80,400	\$38,600	\$54,195	\$81,958	\$ 41,304
533	70	LEGAL NOTICES,ADVERTISING		\$22,831	\$40,000	\$19,743	\$40,000	\$ 26,667
533	85	PHOTOCOPY SERVICES		\$3,584	\$10,732	\$8,145	\$9,000	\$ 6,000
533	86	NURS HOME BLDG REPAIR/MNT		\$307,712	\$100,000	\$88,985	\$100,000	\$ 66,667
533	89	PUBLIC RELATIONS		\$25	\$2,250	\$163	\$0	\$ -
533	91	LAUNDRY & CLEANING		\$6,325	\$6,500	\$1,613	\$6,500	\$ 4,333
533	93	DUES AND LICENSES		\$18,020	\$21,200	\$12,719	\$18,200	\$ 12,133
533	95	CONFERENCES & TRAINING		\$19,436	\$21,525	\$7,175	\$7,990	\$ 5,327
534	11	FOOD SERVICE		\$571,297	\$725,000	\$310,077	\$0	\$ -
534	37	FINANCE CHARGES,BANK FEES		\$6,282	\$10,000	\$13,803	\$27,000	\$ 18,000
534	40	CABLE/SATELLITE TV EXP		\$29,951	\$30,000	\$31,890	\$30,000	\$ 20,000
534	46	SEWER SERVICE & TAX		\$20,837	\$20,000	\$17,249	\$18,000	\$ 12,000
534	61	IPA LICENSING FEE		\$340,360	\$546,790	\$435,310	\$442,127	\$ 294,751
534	65	CONTRACT NURSING SERVICE		\$56,525	\$332,000	\$0	\$0	\$ -
534	75	FINES AND PENALTIES		\$24,350	\$30,000	\$44,813	\$30,000	\$ 20,000
534	76	PARKING LOT/SIDEWLK MAINT		\$5,197	\$10,000	\$905	\$10,000	\$ 6,667
534	81	GENERAL LIABILITY CLAIMS		\$60,000	\$30,000	\$0	\$30,000	\$ 20,000
534	83	MEDICARE MEDICAL SERVICES SERVICES		\$10,498	\$12,430	\$114,977	\$81,800	\$ 54,400
				\$4,029,191	\$4,826,837	\$3,811,313	\$3,489,585	\$ 2,616,390
544	29	NUR HM BLDG CONST/IMPROVE		\$282,126	\$0	\$0	\$0	\$ -
544	33	OFFICE EQUIPMENT & FURNIS		\$30,161	\$21,000	\$10,129	\$8,000	\$ 4,000
544	74	KITCHEN/LAUNDRY EQUIPMENT CAPITAL		\$0	\$3,000	\$0	\$0	\$ -
				\$312,287	\$24,000	\$10,129	\$6,000	\$ 4,000
567	1	DEPRECIATION EXPENSE		\$0	\$0	\$0	\$0	\$0
567	2	BAD DEBT EXPENSE		\$0	\$200,000	\$0	\$0	\$0
				\$0	\$200,000	\$0	\$0	\$0
571	80	TO GENERAL CORP FUND 080 INTERFUND EXPENDITURE		\$23,712	\$282,670	\$0	\$0	\$ 544,784
				\$23,712	\$282,670	\$0	\$0	\$ 544,784
582	1	INTEREST-TAX ANTIC NOTES DEBT		\$6,955	\$3,500	\$7,702	\$7,000	\$ 7,000
				\$6,955	\$3,500	\$7,702	\$7,000	\$ 7,000
								\$ 576,802
								\$ 330,000
								\$ 2,430,000
								\$ 502,125
								\$ 943,827
								\$ 1,980,520
EXPENDITURE TOTALS				\$13,434,870	\$14,621,992	\$12,278,215	\$12,329,848	\$ 15,063,032
						(\$437,240)	\$3,528	\$ 3,668,821