

Minutes
Board of Directors of Citizens Nursing Home Board of Harford County
Monthly Meeting
Thursday, February 28, 2019

In attendance:

Board Members: Anna Mae Roberts, Vice Chairperson, Wendell Baxter (by phone), Treasurer, Curtis Beulah, John Correr, Jim Welch, Edward Yoder, Members

Staff: Pete Panos, Administrator and Cindy Quimby, Director of Business Operations

Vice Chairperson Anna Mae Roberts called the meeting to order at 9:40 AM. It was determined there was a quorum in attendance. A motion was made by Jim Welch and seconded by Ed Yoder to approve the minutes from the January 24, 2019 meeting. The motion carried.

Report from Cindy Quimby, Director of Business Operations

Census, Volunteers and Visitors

For the month of January 2019 there were 19 new admissions, 16 discharges and 4 deaths.

Volunteer hours for January 2019 were 549.

Human Resources Report

For the month of January 2019 there were 3 new hires and 6 terminations. The facility wide turnover was 2.51%.

Financial Reports

The census for January 2019 was 85.0% and the net gain was \$68,608. The year to date census is 87.9% and the year to date net gain is \$674,506.

Report from Pete Panos, Administrator

Open/Filled Positions

Pete reported there are 9 Full-Time GNA positions open. The Licensed Social Worker, Director of Facility Operations and Activities Assistant positions have been filled.

Nurse Practitioner

We have contracted with Union Medical Clinic for Nurse Practitioner services. Kelly Allan, CRNP, will conduct daily rounds on all units, providing a buffer between our nurses and doctors on clinical issues which should have a direct impact on reducing hospital readmissions and enhance overall care. Kelly will work 4 hours a day, 5 days per week. The annual cost will be \$47,500

Patient Driven Payment Model – PDPM

We have contracted with LW Consulting to provide training over the next 9 months for the new CMS payment model (PDPM) that becomes effective 10/1/19. LW Consulting will provide 9 monthly webinars as well as 6 hours of consulting each month. Members of the MDS, Nursing Clinical, Social Work, Business Office and Therapy teams are being trained. The cost of this training is \$10,800.

Citizens Against Trash (CAT)

Bob Greene has been instrumental in working with businesses in Havre de Grace to promote a litter free community. A video has been developed and may feature Citizens.

Geriatric Nursing Assistant (GNA) Spring Class

We have provided the Maryland Board of Nursing (MBON) the GNA class curriculum for their approval, once approved, we will begin the GNA Class. We would like to have at most 16 participants who will be paid during the class time and we will require a one year commitment.

Caregiver Conference

We will be participating in the 2019 G.A.I.N. Annual Caregiver Conference & Senior Resource Fair on Saturday, April 6th at the Veronica "Roni" Chenowith Activity Center in Fallston.

Helen Hansell

Helen Hansell passed away on February 24th. Helen was one of Citizens original employees in 1967 and was employed as our Business Office Manager for 25 years until she retired in 1992.

Angie Tysinger

Angie Tysinger has submitted her resignation as of March 22, 2019. Angie has been our Assistant Director of Nursing for 11 years and also served as Interim Director of Nursing in 2017/2018 while Cassie was completing the AIT program.

Comcast Spotlight

This is still under consideration.

Legal Issue

There are no updates on this legal issue to report.

Weekend Incentive

The incentive program was not initiated and is on hold pending further consideration.

Concerns

There were 3 loss and breakage and 5 concerns for January 2019 and all have been resolved.

The meeting adjourned at 10:40 am.

Next meeting is scheduled for Thursday March 28 at 9:30 AM.