

Minutes
of the
Dogwood Village Health Center Commission

Monday, April 30, 2012

The Chairman called the meeting to order at 10:07 AM.

PRESENT: Tom Czelusta, Chairman; Judy Barnes, Vice-Chairman; Jim White;
Frances Lea and Lee Frame

ALSO PRESENT: Vernon Baker; Brenda Hutchinson; Thomas Graves
and Patty Talley

ABSENT: None

MINUTES: Minutes of the March meeting were reviewed. Lee Frame made a motion, seconded by Jim White that minutes be approved as presented.

All Ayes

10:09 AM: The Chairman requested that the Board convene into closed session pursuant to VA Law Section 2.2-3711.A4 for the purpose of discussing a specific legal matter for legal counsel.

10:30 AM: A motion was made by Lee Frame and seconded by Jim White that the Commission adjourn closed session.

OLD BUSINESS: None

NEW BUSINESS: Vernon presented the following reports:

- Financial Analysis for March– reviewed – discussed.
- List of Accounts – reviewed – discussed.
- 90 Days and Older Aging Report – reviewed – discussed.
- Census and Admission Activity – reviewed – discussed.
- HR Report – reviewed – discussed. An additional graph was included in the report showing the average length of service for our CNAs.
- Graphs of Financial Parameters – Vernon shared with the group a number of graphs showing the trends in census data, revenue, skilled rates as well

as Medicare and Medicaid numbers and how therapy is trending with Medicare Part B revenue. The graphs also included our staff turnover numbers showing us trending better than this time last year.

OTHER BUSINESS:

- Proposed Budget for 2013 – reviewed - discussed. It was noted that Medicaid rates are up for the State. Our overall case mix index for the quarter is above average of what is being reported for the State. The Medicare mix continues to be critical to the budget process and the proposal is based on the history of how our revenue and expenses have been trending. The proposed budget reflects an average of 2 ½% increases for staff. The Board would recommend the 2% increase for staff with the ½% to start a pool for performance bonuses. This would be added as a line item in the budget. A motion was made by Jim White and seconded by Lee Frame that the proposed budget be adopted as presented. MOTION CARRIED
- Room Rate Increases – reviewed – discussed. The Board reviewed the rate review of area nursing facilities as they compared to the rates for Dogwood Village. Vernon shared with the Board a newspaper article indicating that the average nursing home rates have increased per year about 5%. He also noted that location is the primary reason we would lose a resident, not a rate increase. The medical CPI rate is 3.1%. We are proposing a \$6.00 per day increase. A motion was made by Lee Frame and seconded by Judy Barnes that the proposed room rate increases be approved as presented – a 3.1% increase for Private and 3.4% increase for Semi-Private effective July 1, 2012. Our new rates will be \$199.00 per day for Private and \$185.00 per day for Semi-Private. MOTION CARRIED
- Childcare Rate Increases – reviewed – discussed. Childcare is an employee benefit. The Board would like to review additional data indicating what percent are represented by lower paid staff vs. other staff. This will be discussed at the May meeting.
- Billboard Advertising – The Board agreed to not participate in any billboard advertising.
- Corporate Resolution – reviewed – discussed. Loretta Clements reviewed with the Board the draft of a Corporate Resolution regarding our Resident Aid Account. Adopting the resolution would save time as well as give us a more prompt report on the status of the resident's account. A motion was made by Lee Frame and seconded by Frances Lea that we adopt the Corporate Resolution with Vernon and Tom being authorized signatories. MOTION CARRIED
- Separate Financial Statements From Cole and King – reviewed – discussed. Vernon Baker will follow up with Cole and King to see if there

is a reasonable way to lift out the Foundation from the consolidated report. He will report at the May meeting.

- American Health Tech Implementation – Webinar training has been held for nursing administration. Training has been scheduled for nurses and CNAs. June has been set as the target date for smart charting training. Our plan is to go live the third week of June with AHT personnel on site. We have been using the Care Plan portion of AHT for some time.
- Functional Pathways Rehab – Vernon gave an update on the Rehab Department. Still interviewing for a Clinical Manager.
- Leasing Outpatient Rehab to Functional Pathways – They continue to explore this possibility as they are comparing costs for commercial real estate. Currently completing documentation for Medicare.
- Shower Room Renovations – The layout has been presented with a few minor changes. A meeting will be held the third week of May to select tiles and colors. A spa tub presentation recommended by the interior designer has been held onsite. We will start the demolition process in June. The Board asked that we check with other facilities that are using the Apollo to see how it is working as well as any maintenance issues.

Next meeting date scheduled for Wednesday, May 30th – 10:30 AM.

ADJOURNMENT: Meeting was adjourned at 1:00 PM.

Brenda Hutchinson
Secretary

Tom Czelusta
Chairman