

# DOUGLAS COUNTY HEALTH CENTER / COMMUNITY MENTAL HEALTH CENTER

## Board of Trustees Meeting Minutes

Douglas County Health Center  
Town Hall on Main Street

### DOUGLAS COUNTY HEALTH CENTER COMMUNITY MENTAL HEALTH CENTER BOARD OF TRUSTEES



## Meeting Minutes

**Monday, January 27, 2020**  
**4102 Woolworth Avenue**  
**Town Hall Rooms 1 & 2**  
**9:00 A.M.**

Board of Trustees Members	DCHC Attendees	Other Attendees
<b><u>Members Present</u></b> Clare Duda, Chair Marc Kraft, Vice Chair James Cavanaugh, Trustee Chris Rodgers, Trustee	Erin Nelson, Administrator DeDe Will, Director of Finance Ranae Manning, CNO Jeannine Mulligan, Compliance Officer Molly Motsinger, Program Director Carl Conolley, DCHC Chief of Security Judy Delgado, Asst Dir of Nursing Janet Benkis, Support Services Clerk III	Joe Lorenz, DC Commissioners Patrick Bloomingdale, CAO Kristin Lynch, Deputy County Attorney Beth Furlong, Douglas County Foundation Jerry Leahy, Dir of Public Property John Oeman, Ombudsman-Retired Beth Nodes, Ombudsman
<b><u>Members Absent</u></b> Mary Ann Borgeson, Trustee Mike Boyle, Trustee PJ Morgan, Trustee	<b><u>CMHC Attendees</u></b> Sherry Glasnapp, Director Mike Phillips, Director of Outpatient Svcs Jessica Woodard, Compliance Officer Nickie Slater, POP Coordinator Kymi Black, CMHC Director of Nursing Randy Walther, Fin & Contracts Analyst	

Advance notice of the meeting was given by publication in The Daily Record, a legal newspaper.  
The notice advised that an agenda kept current was available for public inspection in the  
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### I. Call to Order

Chair Duda called the meeting to order at 9:02 a.m. and stated that the meeting was being conducted in compliance with Nebraska's Open Meetings law, a copy of which is located on the back wall.

### II. Consent Agenda

Chair Duda called for a motion to approve the Consent Agenda at 9:04 a.m. Trustee Rodgers moved, and Trustee seconded. Chair Duda called for the vote. Yeas: Duda, Cavanaugh, Kraft, & Rodgers. Absent at that time were Trustees: Borgeson, Boyle, and Morgan. Motion passed.

### III. Citizen Comments

Chair Duda called for members of the audience to be heard regarding any item not on the agenda.

Chair Duda announced that the long time Ombudsman, John Oeman?, retired after over 17 years with the county. John talked about his time here and commented on the facility and the staff.

### IV. Action

Nothing at this time.

### V. Discussion

Nothing at this time.

### VI. DCHC/CMHC Routine Reports & Updates

#### a. Admin Update

Speaking was Erin Nelson and Trustee Cavanaugh.

Ms Nelson notified the Board that probation was terminated as of November 23, 2019. She was notified in a letter dated January 7, 2020.

Ms Nelson reported admissions data for the third and fourth quarters of 2019. Admissions were down due to the probation. As we start taking more hospice, the numbers for admissions will increase. We are experiencing increases in hospice care and DCHC is currently at 85% census with 215 residents in our care; we are budgeted for 229.

Ms Nelson also reported that CMS has restored our five star rating.

Ms Nelson reported that for the next 30-60 days, we will be focusing on staffing. Recruitment will focus on nursing students and we will be marketing to the different schools. The other focus is transitional care to light skilled for residents and restorative and recreational therapy.

Trustee Cavanaugh confirmed the information regarding the termination of the probation and the third and fourth quarter data.

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**b. Financial Update** Speaking was DeDe Will, Trustee Cavanaugh and Chair Duda.

Ms Will distributed a two page Financial Update report. The prior year information for the same time period has been added to this report. The report indicates revenue is down which Ms Nelson reported is due to reduced admissions and switching to Meditech and getting that system up and running. Expenses are down due to staffing vacancies. Ms Manning will be providing an update on staffing at the next meeting for the quarter ending December 31, 2019. An FTE update and the CMHC budget vs actual report is also included in the Financial Update. A cash revenue breakdown was provided and will be reported on a quarterly basis. She provided an analysis of the data and discussion was held with comments made by Trustee Cavanaugh and Trustee Rogers clarifying the report.

Ms Will reported that November did not get closed on time due to Meditech so she was unable to provide statements for that time period. A report through December 2019 will be provided when it is available.

Trustee Cavanaugh asked questions regarding the statements.

Trustee Duda commented that DCHC has rebounded quickly from the probation. It is also operating with two less senior executives than a year ago with no replacement of those positions planned. Ms Nelson is serving as both the Administrator and the Pharmacy Director.

Trustee Cavanaugh requested an update on Ms Nelson's Nursing Home Administrator license. Currently Ms Nelson has a provisional license which expires on February 16, 2020. The date for the next test has not been announced. She will provide that information when it is available.

Miss Will referred to the second page of the report she distributed earlier regarding the Medicaid Rate Workgroup she has been attending. The workgroup selected a model based on 2018 costs and if you have a 3, 4 or 5 quality measure rating you will get extra dollars. This would reduce the bedhold rate from approximately half the average rate to the level of care rate. The State is reviewing the IGT calculation.

Ms Will informed the Board that the State is considering two different bills. One, LB 1053, would affect the provider's ability to comment on the rate calculation. The other, LB 1093 would require the State to spend all appropriated funds all long term care dollars within the long term care system.

Trustee Cavanaugh asked about the impact of these bills on DCHC.

**c. Marketing Update** Speaking were Ms Motsinger and Trustee Cavanaugh.

Ms Motsinger provided an update on activities for 2019. Staff are encouraging departments to use the branding format and logo provided by the DCHC Foundation and Secret Penguin. T-shirts with the new logo on the front and quote "Hope lives here" on the back were distributed free of

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charge to employees. A background and table cover were also purchased with the new branding for use at events like job fairs.

Ms Motsinger also reported that the DCHC website has been redeveloped and encouraged everyone to check it out.

For 2020, goals include signage for the building and for the vans and buses. A public relations event will be held at DCHC in conjunction with students from UNO in the next 4-6 weeks. The DCHC Foundation wants to be part of this event so will be working with them on the details. There will also be a focus on attending community events, job fairs to recruit nursing students and continue to build relationships with hospice companies.

Trustee Cavanaugh requested information regarding the new design of the website.

**d. CMHC Staffing Report** Speaking was Ms Glasnapp and Mr Phillips.

Ms Glasnapp introduced Randy Walther, the new Finance & Contracts Analyst who started today..

Mr Phillips was invited to attend a meeting in Washington DC where he represented CMHC on a panel. The panel requested him to participate. Mr Phillips reported that the purpose of the panel was to build bridges between the jail staff and community based treatment for opioid disorder. It provided an oversight in how other organizations are handling this issue.

**e. CMHC Workload Report** Information was provided via packet. Ms Glasnapp reported there was a glitch in the report; the November numbers were not included. She will send them separately.

**f. CMHC Medication Distribution Report** Information was provided via packet, but no other information was discussed.

**VII. Executive Session** Chair Duda offered an Executive Session but one has not needed.

**VIII Adjourn** Chair Duda called for a motion to adjourn at 9:40 a.m. Chair Duda called the meeting adjourned.

**Due to the President's Day Holiday on 2/17/2020, there will be a 1-week delay for the next meeting.**

**The next meeting will be held on Monday, February 24, 2020.**

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