

**CLAREMONT NURSING AND REHABILITATION CENTER (CNRC)  
BOARD MEETING MINUTES**

**Monday, October 28, 2019, 10:00 a.m.  
Commissioners Hearing Room**

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**Present:** Commissioner Vince DiFilippo, Commissioner Jim Hertzler; Commissioner Gary Eichelberger; Sandy Moyle, Chief Clerk; Jen Crum, Administrative Specialist; Heather Raisig, Melissa Smith, Helen Schultz, Ben Boyer, Brad King, Tammy Schell, CNRC; Dana Best, Ron Snow, Finance; Holly Sherman, Human Resources; Jean Foschi, Citizen.

**Call to Order:** Commissioner DiFilippo called the meeting to order.

**Roll Call:** Commissioner DiFilippo, Commissioner Hertzler, Commissioner Eichelberger.

**Public Comment:** None

**Employee Recognition:** Tammy Gramley (CNRC) – 30 years of Service. On behalf of the Board of Commissioners, Commissioner DiFilippo recognized Tammy Gramley for her 30 years of service.

**Approval of Minutes:** Commissioner Hertzler made a motion to approve the CNRC Minutes of August 26, 2019. Commissioner DiFilippo seconded the motion and it unanimously carried.

**CNRC Staffing:** (See Attached Reports)

Holly Sherman reviewed the Summary of Nursing staff (page 5), CNRC Facebook Ad (page 6).

CNA Job Postings (pg 7): CNA vacancies – 23 Full-time, 4 Part-time, down 3 from the prior month.

LPN Job Postings (pg 8): LPN vacancies – 8 Full-time, 4 Part-time; down 2 from prior month.

PRN casual Job Postings (pg 9): 2 vacancies

RN Job Postings (pg 10): vacancies - 1 Full-time; 4 Part-time, up 1 from last month.

PRN Supervisor Job Postings (Pg 10): vacancies - 3 Full-time, down 2 from prior month.

RN PRN Casual Supervisor Job Postings (Pg 10): vacancies – 3 Full-time; down 1 from prior month.

September 2019 Employment Status Report: 14 new hires; 11 terminations

**Admission and Referrals Report – September 2019:**

Nancy Conklin and Ben Boyer reviewed the report as written (See Attached) .

- 164 Total referrals
- 43 Admissions
- 75 denials – reasons:
  - 1 bariatric reasons
  - 8 behavioral; 20 no beds;
  - 12 Insurance - due to nursing does not participate with
  - 18 Medical
  - 16 other

Discharges/Deaths:

- 39 discharges
- 10 deaths

Medicare:

- 7 traditional
- 5 managed care

Medicaid Applications:

- 4 approved
- 35 Total pending

Commissioner Hertzler questioned denials that the insurance was non-participating with the nursing home. There is a Geisinger Plan that does not accept. Staff has been working with Cairo's. Sometimes there are better rates out of network and some Medicaid insurances the nursing home does not accept with mostly short term rehab. Cairo's is working with Geisinger for a better rate. Staff is working on negotiations with more insurances to accept; Tri-Care is one.

**Financial Report – September 2019:** Ben Boyer and Melissa Smith (See Report pg 13)

- Census/Volume
- Revenue
- Transitions Census
- Skilled Census Days
- Revenue Report: (pg 14)
- Nursing Salaries/Labor Costs: (pg 17)

Commissioner Hertzler mentioned that reviewing the report provided, it looks like we are favorable of approximately \$1 million. Melissa Smith stated that is correct for expenses.

Commissioner DiFilippo questioned (pg 19) revenue/expense = approximately \$539K. Ben explained that is revenue vs. expenses and the projection of loss as of September is \$920K.

**Nursing Report:** Heather Raisig provided a nursing update. (See attached)

- Staffing
  - NHPPD
  - Paid Feeding Assistance
  - TB Testing employees
- DOH Survey Activity
- 5 Star Nursing Home comparison
- Survey
  - 2019 Annuals and Complaints
- Quality measures

Commissioner Hertzler mentioned the accreditation and that Communications should make the public aware of the award.

**Other Business/Discussion:**

**FSES Update:** Not much has changed from the last update.

- Working with the Solicitor and vendor.
- County Code requires all product up front
- Start stop dates and how long ...
- Cost year to date - \$80,515.00

**Life Safety Update:** They are still waiting on the revisit, which may be early, to complete the final and the annual at the same time.

**VA Survey Updates:** Received approval from planning review to add additional sprinklers. Contractors have been notified to add the nursing home to their schedule.

**Fire Alarm Panel Replacement Project Update:** Approval in October. Started the project this morning.

**New Bus:** Ordered in August and will be delivered first of year.

**Rate Changes for 2020:**

- Rate Increase for room and board starting January 2020 - \$5.00 increase
- TV cable stay the same at \$10.00
- Increase in barber and beauty services
- Increase for meals

A letter needs to go out by November 1<sup>st</sup>.

Commissioner Hertzler made a motion to approve the rate changes for 2020. Commissioner Eichelberger seconded the motion and the motion carried.

**Managed Medicaid Update:** Melissa explained the contracts were signed for UPMC and Ameri Health Caritas. PA Health and Wellness received the changes from the Solicitor and have returned a revised contract for second review. UPMC rate is 100% of the current rate of \$215.79, Ameri Health Caritas rate is \$214.72, Pa Health and Wellness rate should be about \$214.72. Mailings went to residents in July. Letters were sent to families in August and to contact social workers if they have questions. There will be two sessions, October 28<sup>th</sup> and October 29<sup>th</sup> that were provided for education for sign-ups for transition to managed care. Ones who cannot or do not choose, the state will choose for them. November 13<sup>th</sup> is the deadline for sign-up.

**Donations:** Edwin Helm \$250.00 – For the Activity Department.

Commissioner Hertzler made a motion to accept the donation for \$250.00 and to send a thank you note to the donor. Commissioner Eichelberger seconded the motion and the motion carried.

**CNRC Updates:** Raymond Soto provided a CNRC update:

- Looking at a marketing campaign with an agency through CCAP for assistance with staffing recruitment. Possibly a RFP could go out for this service. Samantha suggested a Senior marketing consultant.
- Received accreditation for quality improvement. We are the 12<sup>th</sup> facility to have this accreditation.
- Dietary received a surprise inspection from Department of Agriculture and received a good report.

**Report of Executive Session:** Commissioner DiFilippo reported that Executive Sessions were held on August 29, 2019 @ 9:00 a.m.; September 10, 2019 @ 1:30 p.m.; September 30, 2019 @ 10:00 a.m.; October 15, 2019 @ 9:30 a.m.; October 24, 2019 @ 9:30 a.m. regarding Personnel Issues.

**Executive Session:** Commissioner DiFilippo requested that the Board recess to executive session at 11:02 a.m.

**Adjournment:** There being no further business to come before the Board, Commissioner adjourned the meeting.

Respectfully Submitted,

Jennifer Crum  
Administrative Specialist