Minutes of the Regular Meeting of the
Emery County Care and Rehabilitation Center Board
March 30, 2016

The Emery County Care and Rehabilitation Center Board met in a regular Board Meeting on March 30, 2016, at 5:30 p.m. at the Emery County Care and Rehabilitation Center located at 455 West Mill Road, Ferron, Utah.

Board Members present:

Ross Huntington, Chairman
Lamar Guymon
Adele Justice
Lori Ann Larsen
Ethan Migliori
Don Childs
Dixie Fish

Others Present:

Ileen Baker, Administrator
Penney Elliott, DON
Jarilyn Spears, Business Office Manager
Tony Martin, Traditions CEO
Taylor Johnson, Traditions Finance Manager

Welcome and Prayer

Chairman welcomed everyone to the meeting. Adele offered prayer.

Public Input

None

Approval of February 24, 2016, regular Meeting Minutes

A motion to accept the February 24, 2016, meeting minutes was made by Adele and seconded by Dixie. Motion carried unanimously.

Medical Director's Report

None.

Consultant's Report

Tony reported the census is at 30.14. He pointed out an error on the financial report that was included in the board packet and handed out corrected pages. There was no balance sheet due to a software error. It was noted that revenue is up and year-to-date revenue is in the black. Tony reviewed a question that was asked by Lori Ann last month regarding a write-off on bad debt. He informed Board Members that a cost report would be prepared which would include a request for that amount, noting that the facility should receive 70% of the $15,000.00 that was written off. Tony handed out an extended accounts receivable report that included a full year of data and payer sources. He also provided a report showing a summary of accounts that are over 180 days. Jarilyn reported on each resident's scenarios regarding payments. Board members discussed all residents that have past due accounts and issues with insurance payments. Lori Ann made a motion to write off the Medicaid/PASRR accounts for Robyn White, JackLynn Farren and Mary Ann Carroll. Ethan seconded the motion, which carried unanimously. A discussion on the preference of utilizing the County Attorney or a legal firm for collections took place. Lori Ann requested Jarilyn provide her with information so she could contact the District UMWA in Price on one of the past due accounts. After making that call, she will contact Tony. She then made a motion, which was seconded by Lamar, to table action on the Wilda Jones account until after checking with the UMWA. The motion carried unanimously. Don made a motion to proceed with legal action against the Vernon Jensen estate. Adele seconded the motion, which carried unanimously. Tony will begin that process by requesting legal assistance to do an asset search. Last month, Ross had questions on the software billing. Tony followed-up by explaining that the bills vary due to software use and pro-rated lease billings. Other amounts in question were due to installation and server fees. Ross indicated he will take another look at the bills. He also asked if there is a contract with Traditions regarding the software, indicating that he will review old minutes to look at the original proposal. Tony said he would get with Jen and go over the charges and fees. Tony informed the Board that the bed moratorium passed, and would take effect July 1, 2016. The Company that previously requested the beds is still interested in purchasing them after that time.

Administrator's Report

The City of Ferron owes the Nursing Home a credit on the water bill. Rather than receive a refund, the Board would like to have them credit the facility. Ileen reported that Weber state will not be holding any medication aide classes this year and would like to proceed with licensing to we can teach those classes. Lamar made a motion to take steps necessary to get the license and Don seconded the motion. Ileen informed the Board that we are continuing to use Scott and Brody for our in-house Therapy. The Survey Team was here on the 29th of February. The facility received five "F" tags. A plan of corrections was accepted. Ileen asked the Board if they wanted to start advertising in phone books and the consensus was not at this time.

Director of Nursing's Report

Penny met with the nurses regarding the nursing tags and reviewed all policies and procedures. She reported that two new nurses have been hired, Patty Cox, a Licensed Nurse and Blanca Taylor, a Registered Nurse. She then reported that there is a Certified Nurse Aide class currently going on.

Commissioner's Report

None.

Chairman's Report

Ross noted that the bylaws allow the board to establish committees. He suggested we establish an HR/Hiring Committee that can sit in on interviews and assist with the hiring. He recommended Don, Adele and Dixie, sit on that committee. He also indicated that we could establish a Benefits Committee and have Lori Ann assist with that. Staff was then excused for an Executive Session.

Executive Session

Next Board Meeting – April 27, 2016, at 5:30 p.m.

Meeting Adjourned

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Approved by Ross Huntington, Chairman

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Date