

**Minutes of the Regular Meeting of the  
Emery County Care and Rehabilitation Center Board  
February 25, 2014**

The Emery County Care and Rehabilitation Center Board met in a regular board meeting on February 25, 2014, at 5:30 p.m. at the Emery County Care and Rehabilitation Center located at 455 West Mill Road, Ferron, Utah.

Board members present:

Chairman Ross Huntington  
Ethan Migliori  
Dixie Fish  
Connie Nelson  
Ron Barney  
Lori Ann Larsen  
Lamar Guymon

Others Present:

Bryan Erickson, CEO, Traditions Health Care  
Tony Martin, CFO, Traditions Health Care  
Ileen Baker, Administrator  
Meladee Killpack, DON  
Doug Moreno, Resident Advocate  
Dr. Donaldson, Medical Director

Opening Prayer: Lamar Guymon

No public input was offered.

**January 22, 2014 Board Meeting Minutes Discussion**

Minutes from the Board meeting of January 22, 2014, were discussed and errors were corrected. It was moved by Lori Ann Larsen to accept the minutes as corrected and seconded by Dixie Fish. The motion passed unanimously.

## **Dr. Donaldson**

Dr. Donaldson reported everything is going well with administration and nursing. He feels good care is being provided and has noticed that the dynamics have changed, along with the morale. He stated that even though the facility has gone through some tough experiences in the last few months, it seems to be bouncing back. It was noted that discharges and admits are going through the Doctor for approval.

## **Consultants Report-Survey Update**

### **Upper Payment Limits**

Bryan met with the State regarding the Upper Payment Limit contract. They were in the process of passing the contract through the Department of Health for approval. Once approved, MDS rug levels for reimbursement will be calculated so the invoice amount can be determined. That total will establish the amount of seed money needed to draw down federal dollars, which is 30% of the total amount based on the recalculated MDS rug levels. The State will then issue a letter based on residents in our building and the MDS provided them. The recalculation takes into account the maximum amount of money that would have been paid if they were a Medicare patient, rather than a Medicaid patient. Bryan talked about how the money can be funded, noting that it is required that the County seed the money. Also, it is necessary to ensure that the seed money does not come from Federal dollars or recycled Medicaid money. Bryan signed a contract with the State Department of Health for the Upper Payment Limit and requested the Board's approval of his signature. A motion to approve Bryan's signature on the contract was made by Lamar Guymon and seconded by Ron Barney. All were in favor.

### **Personal Time off Policy**

Bryan Erickson discussed the newly proposed personal time policy. Lori Ann Larsen had several concerns and went over them. After the Board's discussion, it was decided to have Bryan revise the policy and come back next month with changes to submit for approval.

### **Financial Packets Discussion**

Bryan Erickson, CEO of Traditions, handed out the financial packets, which included the AP's, and mentioned that there were some challenges. The main challenge facing the Care Center is the need to increase census. In doing that, Management is taking measures to provide information to the community to let them know we are not closing and that we are accepting residents. In going over the Financials line-by-line, it was noted that the facility still has a \$50,000.00 loss and Management is being very cautious

on expenditures. As part of the discussion, Bryan reviewed discharges and admits for the past year. Ross Huntington noted that increased competition, mainly in the home health arena, has had a big effect on census. Lamar Guymon mentioned that the key is that we provide a good product and service, and that first impressions are very important, you have to look good to be good. Ross Huntington mentioned that the County will be paying some bills. Commissioner Ethan Migliori said this action was approved by the County Commissioners. Even though monies are being collected as quickly as possible, some monies are being lost through the 10A process due to a time period last year when some of the 10A procedures were not followed. Due to that situation, changes have been made and the Director of Nursing is now responsible for submitting the 10A. Tony Martin estimates approximately \$16,000.00 dollar was lost due to the 10A issue. Lori Ann Larsen recommended writing off non-collectable money, rather than carrying it on the books. Connie Nelson voiced her concerns and mentioned there should be checks and balances so this does not happen again.

### **CMS Letter of Penalty**

After a discussion with the State, Bryan was able to get monetary penalties reduced to approximately \$29,000.00. He sent a hardship letter to CMS on December 14, 2013, (which was received December 24, 2013) and requested paperwork to begin the next step. Ronni Cardenas, Health Insurance Specialist with CMS, received the letter, but mistakenly thought it to be a letter waiving our right to a hearing on the noncompliance. Waiving that right provides a 35% reduction to the total amount of the CMP (civil money penalty). The letter waiving our right to a hearing was sent via mail to them on February 14, 2014. Ileen was contacted with Ronni who called to say that she got the letters mixed up and will be sending us another letter notifying us what to do. Additional calls to Ronni have not been returned and Management has done all they can do at this point and are waiting for a letter response. The monies are due by February 28, 2014. Connie mentioned that in a previous Board meeting, John Brammel said he would be willing to help pay the CMP fine. Bryan said he would not be able to speak for John, but he would ask him.

### **Administrator's Report**

Ileen reported that the facility had 6 admits and 5 discharges last month. There is another discharge scheduled for March 3<sup>rd</sup> and the current census is 26. Several steps are being taken as part of our marketing efforts. Staff is working on dispelling rumors. The DNS has visited orthopedic doctors in the area as well as the Castleview Hospital discharge planner this week and handed out brochures. Administration is working on new flyers that will show the contrast between cares given in Nursing Homes to Home Health. The Emery County Progress has been invited and will be here this week. The message on the phone has been changed to include a marketing comment. Weekly meetings with Home

Health companies are being conducted to see if they have any patients who require respite care. We are currently a 2 on the 5-star rating system and are working on improving that, 5 being the highest and 1 the lowest.

**Director of Nursing Report**

Meladee reported that she is working with the Resident Advocate on marketing issues and introduced our Resident Advocate, Doug Moreno, to the Board. We have begun focusing on therapy to help us get our census up. She reported that the facility is working on improving communication with the Doctor to prevent hospital readmissions. She feels everything is running smoothly and is working with the MDS Coordinator on morale in the facility.

**Commissioner report**

Ross asked the Commissioner for clarification on the procedure for submitting a proposal. Commissioner Migliori said they are in the process of having the final draft approved and by the end of the week they will have something formal to release. An advertisement will be in the paper for anyone who wants to submit a proposal to manage, lease, or purchase the facility. Ross would like to meet with the staff during the first or second week of April to give them an opportunity to voice their concerns. A question was brought up regarding software and it was noted that it is being paid for on a lease, with this year being the last year for payment. Next Board meeting will be March 25, 2014 @ 5:30pm.

Meeting adjourned.

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Approved by Ross Huntington,  
Chairman

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Date