

VALLEY HI COMMITTEE
McHenry County Valley-Hi Nursing Home
2406 Hartland Road
Woodstock IL 60098

MINUTES OF THURSDAY, DECEMBER 13, 2007

Vice-Chairman Dvorak called the Valley Hi Committee meeting to order at 8:30 a.m. The following Committee Members were present: Ed Dvorak – Vice Chairman; Jim Heisler, James Kennedy; Peter Merkel; and Dan Shea. Mary McCann was absent. Mary Lou Zierer arrived at 8:40 a.m. due to a misunderstanding as to the location of meeting. Also in attendance: Ralph Sarbaugh, Associate County Administrator – Finance; Cathy Link, Purchasing; Linda Pfyer, Valley-Hi Administrator; John Hadley, Facilities Management; Representatives from Revere Healthcare, interested public, and the press.

	Mary Lou Zierer, Chairman	
Ed Dvorak		James Heisler
James Kennedy		Mary McCann
Pete Merkel		Dan Shea

MINUTES

Mr. Shea a motion, seconded by Mr. Kennedy, to recommend approval of the Valley Hi committee minutes of November 8, 2007 as presented. The motion carried with all members present voting aye.

PUBLIC COMMENT: None

PRESENTATIONS: None

NEW BUSINESS

Resolution authorizing a budget line item transfer in Valley-Hi Nursing Home FY 08 budget: Ms. Shea made a motion, seconded by Mr. Kennedy, to recommend the County Board approve a Resolution authorizing a budget line item transfer in the Valley-Hi Nursing Home FY 08 budget. Mr. Sarbaugh reviewed the proposed resolution to cover Andy Frain Services for FY 08. He stated that this item should not have been included as a supplemental request during the budget process. The proposed Resolution will adjust the improper entry. After discussion, a roll call vote was called. The motion carried with all members present voting aye on a roll call vote (Shea, Heisler, Kennedy, Merkel and Dvorak

Admission Policy: Ms. Pfyer reviewed proposed changes to the Admission Policy for Valley-Hi Nursing Home. She stated that the revised version tries to capture what actually happens during admission. The previous waiting list has been replaced with a Prospective Resident listing to provide a better understanding as to how conditions for admission are met.

Chairman Zierer arrived and took over Chairing the Committee. Discussion on the Admission Policy continued. Ms. Pfyer stated although a non-resident of McHenry County can be admitted to the nursing home, priority will be given to a resident of the County if a bed is available that provides for the appropriate level of care and the resident meets all admission requirements. The Committee directed staff to draft a resolution to approve the Admission Policy for Valley Hi Nursing Home for consideration at the next Committee meeting.

OLD BUSINESS

Chairman Zierer reported that she and other Board Members recently received an unsigned letter regarding concerns with the management of Valley-Hi. She stated that anyone writing to the Committee should sign their correspondence so their concerns can be discussed with the Valley-Hi Administrator or the County Board Chairman. Mr. Kennedy agreed with Ms. Zierer adding that the Committee is dedicated to maintaining a high quality facility and any complaints should be addressed appropriately, but without knowledge as to who has written to voice concerns; their complaints or comments cannot be properly addressed.

Chairman Zierer commented that she will be meeting with Mr. Austin and representatives from McHenry County College next Tuesday to discuss the possibility of a scholarship program. She stated she would provide more information for discussion at the next meeting.

EXECUTIVE SESSION: None

REPORTS TO COMMITTEE

Administrator's Report: Ms. Pfyer reported that a code alert system and an intercom system have been added to address resident safety. All contracts are being reviewed along with various policies and procedures. Committees that include staff members are being created to address many issues at the facility. Committees that have been

formed to date include the following: A Fall Committee that will review all falling incidents; an Environmental Committee; an Orientation Committee; a Dining Committee; and a Care Planning Committee. A team building initiative has been implemented. She also reported that paperwork to certify all beds at the facility as Medicare beds has been completed and submitted to the appropriate agency for consideration. A financial report was submitted for Committee review. It was noted that payment and billing cycles must be taken into consideration when reviewing these financial statements. Work on improving the financial reporting system will continue.

Committee members questioned how increased mental health problems of the residents are addressed during the holiday. In response it was noted that more activities are planned, volunteer assistance is increased and one on one programs or activities are implemented.

A job fair to be held at Valley-Hi is being planned for January 9th and February 6th, 2008 from 9 a.m. to noon. There are currently 35 open positions (25 of which are nursing positions) at Valley-Hi and it is hoped that the job fair will bring in interested applicants.

Chairman Koehler asked how many nursing staff have left Valley Hi since Revere Healthcare took over management of the facility. It was noted that six staff members have left their positions since the change to a 40 hour work week, though not necessarily because of the increase of hours. The Committee continued their discussion of how to market the Valley-Hi facility to hospitals and the healthcare community.

ADJOURNMENT

Mr. Dvorak made a motion, seconded by Mr. Shea to adjourn the meeting at 9:25 a.m. The motion carried with a unanimous voice vote.

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RECOMMENDED FOR COMMITTEE/BOARD ACTION:

Resolution authorizing a budget line item transfer in the Valley-Hi Nursing Home FY 08 budget