

**VALLEY HI COMMITTEE**  
**McHenry County Administration Building**  
**667 Ware Road**  
**Woodstock IL 60098**

MINUTES OF THURSDAY, APRIL 10, 2008

Chairman Zierer called the Valley Hi Committee meeting to order at 8:34 a.m. The following Committee Members were present: Mary Lou Zierer, Chairman; Mary McCann; Pete Merkel; James Kennedy; James Heisler and Dan Shea. Ed Dvorak was absent. Also in attendance: Pete Austin, County Administrator; Ralph Sarbaugh, Associate County Administrator – Finance; Cathy Link, Purchasing; John Hadley, Facilities Management; Pam Shumway, Valley-Hi Consultant, 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

Committee members reviewed the committee minutes for March 13, 2008. Mr. Shea made a motion, seconded by Ms. McCann, to recommend approval of the minutes. Chairman Zierer asked that the minutes be amended to reflect that Mr. Smith provided the financial statement. The minutes were approved as amended with all members present voting aye.

PUBLIC COMMENT: None

PRESENTATIONS: None

NEW BUSINESS

*Census – Where do residents at Valley-Hi come from:* Ms. Shumway presented a summary of Valley-Hi residents by zip code. The report indicated that 40% were from Woodstock, 23% from McHenry; 13% from Crystal Lake; 6% from each from Wonder Lake, Marengo and Harvard; 3% from Cary; and 1% each from Lakewood, Algonquin and Ringwood. Ms. Shumway stated that previous procedures did not always list the actual resident zip code, especially if individuals were being transferred from a hospital or another nursing home. Those procedures have been changed to record the actual residential zip code and future information will be more complete.

Chairman Zierer asked that agendas for the Valley-Hi Committee also include a “Future Topic” item. She noted that other standing committee agendas include this item and she felt it would provide a way to remind the members of what will be coming forward for consideration/discussions. She also asked that the next Committee agenda include a discussion of the Valley-Hi financial report that was discussed during the Finance and Audit Committee meeting this past Tuesday.

*Admission Policy:* Ms. McCann presented a draft of the admission policy for Valley-Hi noting that she added the following items: A statement on the first page indicating that “Valley Hi Nursing Home operates under the provisions of the County Home Code (55 ILCS 5/5-21001)”; and a Section F under IV stating “If the number of persons seeking admission exceeds available bed space, then a waiting list shall be created. When bed space becomes available, the administrator of the nursing home shall give priority to those persons eligible for admission that are experiencing the greatest need.” County residency requirements were discussed and members questioned if a specific number of days of County residency could be part of the admission policy. Concern was raised regarding the admission of a person who is not a current citizen of the United States and may be in the Country illegally. Members agreed that preference should be given to a current resident of McHenry County but were unsure how to incorporate language that would address this issue. Mr. Austin stated that these concerns could be researched further and a State’s Attorney’s opinion will be requested. It was also noted that general assistance was previously provided by the townships who gave \$1.50 per day for each resident they had in the facility, currently townships no longer provide this assistance. Ms. Shumway raised concern with the usage of the word “waiting” list and suggested changing this to perhaps a “perspective list.” During discussion, Mr. Kennedy recommended titling the list, “Perspective Resident Admission List.” Members agreed with Mr. Kennedy’s suggestion. Chairman Zierer asked that members review the Admission Policy for further discussion and consideration at the next meeting.

*AASHA Quality First:* Ms. Shumway presented information on the Quality First program developed by AAHSA. The program provides a framework for earning public trust in aging services. Quality First renews commitment to help older adults and provides the “Tangible evidence required that an organization practices what it preaches in all areas of its activities.” All AAHSA members can take part in the Quality First program. To begin the process of becoming part of the Quality First program, there must be a signed commitment and a Quality First Committee or an existing committee needs to be established or assigned to oversee the program. There are many benefits to the program, which include consumer participation, research findings, education, a strengthened public trust and consumer

confidence. Costs are charged when comparison reports are requested from surveys that are completed. The program engages all stakeholders including staff and the people served. It opens the door to comparison to like facilities.

Ms. Shumway introduced Charles Finney the new Dietary Manager at Valley-Hi.

*Discussion – Resident Activities:* Chairman Zierer reminded members of the need to engage more volunteer groups at the facility. Ms. Shumway stated she is working to increase the number of activities and performances for the residents. Ms. McCann stated that all volunteers must go through a background check and some potential volunteers could be opposed to such a requirement. Ms. Shumway confirmed that anyone have direct contact in caring for residents must have a background investigation, including finger printing. Mr. Shea suggested incorporating a program to acknowledge those who donate to the facility and recommended implementing an auxiliary program for Valley-Hi. Chairman Zierer noted that several years ago there was a fund set-up for donations and asked if this fund still exists. Mr. Sarbaugh reported that this was called the “Class Account” and any donations to this fund are designated to be used for all residents. County Board Chairman Koehler stated that it is his understanding that only those people having direct contact with patients would need to go through the background investigation process. Ms. Link reported that such an investigation is also necessary for vendors who have access to the full building. Mr. Kennedy asked that a copy of the State regulation regarding background investigations for such facilities be provided to members.

*Discussion – Nursing Staff:* Chairman Zierer asked if an “employee of the month” program could be implemented to acknowledge workers at the facility. Ms. Shumway recommended a “staff recognition” program that would allow for the recognition of more individuals and stated she would draft some ideas for such a program for consideration at the next Committee meeting.

Ms. McCann stated that during a recent visit to the facility she observed some efficiency concerns and asked if a “time and motion” study should be considered. She noted that doors appear small which could impede levels of efficiency. Ms. Shumway agreed with Ms. McCann’s observations, noting that one wall that currently provides a visual barrier could perhaps be removed. Mr. Hadley stated he would have this investigated to see what if anything could be done to eliminate this problem. He also noted that they are currently addressing the water hardness quality and the dryer operation at the facility.

OLD BUSINESS: None

EXECUTIVE SESSION: None

REPORTS TO COMMITTEE, AS APPLICABLE

Ms. Shumway reported that the front door problem has been rectified. She also noted that security cameras that were recently struck by lightning were being repaired. She stated that IDPH recently visited the facility to investigate a resident’s complaint regarding meal times. The investigation revealed no problems and the complaint was rescinded. She also noted that 10 people attended the recent job fair and three people were hired (one nurse and two CNAs). Chairman Zierer asked that a report of current staff be provided at the next meeting. Committee members also requested that a staff versus resident ratio report brought to committee for discussion at the next meeting.

Chris Dials, a representative from Revere Healthcare, provided a comparison report on private pay rates. He stated that Valley-Hi’s current rate of \$132 per day for a private room is well below the average rate for other facilities in the area. He stated the average market rate for a private room is \$175. Members discussed options in how to implement a program to increase daily bed rates over time. Suggestions including grandfathering in current residents and increasing the rates for new individuals being admitted. Mr. Austin stated that this issue was also discussed during a meeting with METRO Counties in Springfield yesterday. After discussion, the Committee directed staff to look at options to consider room rate changes and bring their recommendations back to the Committee for consideration.

Mr. Smith provided a Statement of Operations Financial report. The report indicated that operation costs had decreased since December of 07 and agency costs are declined significantly. The Committee was encouraged by the report.

ADJOURNMENT

Mr. Merkel made a motion, seconded by Mr. Kennedy to adjourn the meeting at 10:23 a.m. The motion carried with a unanimous voice vote.

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