

1. Meeting Materials

Documents:

[JANUARY 23, 2017 BOARD MEETING AGENDA.PDF](#)

[JANUARY 23, 2017 BOARD MEETING MINUTES - APPROVED.PDF](#)

[JANUARY 23, 2017 BOARD MEETING MINUTES - DRAFT.PDF](#)



The Nathaniel Witherell
TOWN OF GREENWICH
CONNECTICUT

Board Meeting
Monday, January 23, 2017

Time: **5:30 PM**

Place: **The Nathaniel Witherell Board Room**

AGENDA

1. Medical Director's Report – Frank Walsh, MD
2. Review/Approval - Minutes – December 12, 2016 – Chairman
3. Executive Director's Report – Allen Brown
4. Committee Reports:
 - a. Building Committee – Louise Puschel
 - i. Items to be presented at BET Budget Committee
 - b. Finance Committee – Lloyd Bankson
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5. Friends of Nathaniel Witherell – Karen Sadik-Khan
6. Resident Life Committee – Lynn Bausch
7. Chairman's Report – Laurence Simon
8. New Business - Change Date of March Board meeting to March 20, 2017 instead of March 27, 2017.
9. Adjournment

Note: The Building Committee will meet at 3:30 to 4:15 pm and the Finance Committee will meet from 4:15 to 5:30 pm in the Board Room.

Beverages and light refreshments will be served

Next Board Meeting:
Monday, February 27, 2017

cc: Town Clerk



Board of Directors Meeting Minutes January 23, 2017

Present: Laurence Simon, Chairman; Karen Sadik-Khan, Vice Chairman; Louise Puschel, Secretary; Lloyd Bankson; Frank Ennis, MD; Nisha Hurst; Richard W. Kaplan; Elizabeth Siderides, MD

Absent: none

Staff: Christopher Alexander, Director of Financial Operations; Lynn Bausch, Deputy Director & Director of Nursing; Allen Brown, Executive Director; Jack Hornak, Facilities Director; Linda Marini, Administrative Assistant; Dr. Frank Walsh, Medical Director

Also: Suzanne Hogan; Paul Horowitz, Greenwich Homecare; Steven Katz, Commission on Aging

Mr. Simon noted that a quorum was present and opened the meeting at 5:30 PM in the TNW Board Room.

Medical Director's Report – presented by Dr. Frank Walsh

Dr. Walsh reported that at the January 2017 Medical Staff meeting there were two appointments: 1.) Dr. Caroline Lodato, Palliative Care physician; and, 2.) Dr. Jeffrey Kerner, ENT. Dr. Lodato will make rounds at TNW every two weeks; Dr. Kerner plans to visit TNW once a month and see residents through our clinic. As any independent practitioner and any of our physicians, these doctors will bill patients directly for their services; therefore, these services are provided at no cost to Witherell.

Dr. Walsh reported that there were 13 cases of the norovirus on the 4th floor. It was very well contained by keeping those residents on their unit; subsequently there were no cases reported on any other floors.

Dr. Walsh reported there has been no flu at TNW thus far, though there have been a significant number of cases reported at other neighboring facilities. 88.6% of our residents have been vaccinated along with 52% of our staff.

Mr. Simon explained to the Board that Ms. Suzanne Hogan's Board appointment will be in effect as of April 1, 2017. Although this postponement of her appointment delays her Board voting rights until April 1st, she will participate as an active member of the Board effective immediately.

Review/Approval of Minutes of December 12, 2016

After review by the Board, a motion to approve the minutes of Dec. 12, 2016 was made, seconded, and approved by a vote of 7-0-0(Ennis not present at the time of the vote).

Executive Director's Report - presented by Allen Brown

Seniors Blue Book, Southern CT – A draft copy of a section of the upcoming issue of the Seniors Blue Book was attached to the ED's report for Board review. Mr. Brown points out that reviewing these Blue Book pages will provide the Board with perspective on Witherell's competitive position relative to nursing home prices.

Patent Infringement – A letter from The Roy Gross Law Firm (Wilton, CT) notifying Witherell that Retirement Funding Services, LLC is making a claim for infringement of a U.S. Patent entitled "Method and System for Converting a Designated Portion of Future Social Security and Other Retirement Payments to Current Benefits". The claim is for \$30,000 to compensate RFS for past infringements and future use of the patent. Mr. Brown has referred the claim to John Wayne Fox at the Town's Law Department and Tony Gangemi, a patent attorney at Murtha Cullina. Similar claims have been directed to other area nursing/rehab facilities as well. Witherell, like all nursing homes that accept Medicaid, is handling social security payments as required by state law.

Website - Mr. Brown reported that the new website is expected to launch this weekend: nathanielwitherell.org

In the News - the recent news item, involving an RTM member, has generated widespread attention and has been covered extensively by local and national media. Mr. Brown assured the Board that Witherell, as part of the Town of Greenwich, has zero tolerance for sexual harassment and has been fully engaged, with support from the HR Department, in addressing the issues involved.

Matrix Implementation – the next step in the implementation of the electronic health record is to add wound management and the CNA documentation portion in Matrix. The next steps will include installation of eMAR (electronic Medication Administration Record) and M.D. order modules and will be scheduled later in 2017.

Mr. Brown asked Ms. Bausch to update the Board on our most recent enhancements in clinical services. Ms. Bausch reported the following:

- Dr. Caroline Lodato, Palliative Care doctor, will have rounds here at Witherell every other Friday. She will also be a member of our Palliative Care Committee, which is an active committee with approximately 20 residents receiving Palliative Care at any given time.
- Beginning Monday January 30th, there will be respiratory therapists in the building 2-3 times a week. This is very helpful to the medical patients (i.e. COPD, CHF) we admit in the short-term rehab program in helping to prevent re-hospitalization.
- Dr. Jeffrey Kerner, ENT, will visit once a month in conjunction with our audiologist, and see residents in the clinic.

Capital Project Update – Mr. Brown deferred discussion on Capital Project items to the Building Committee report.

Medicare - Mr. Brown previously emailed the new regulatory requirements for participation in the Medicare program Phase 1 (of 3 phases) to the Board for their review. As part of a new quality initiative, we are required to have a Board member participate with our Quality Assurance Committee. Mr. Simon appointed Ms. Nisha Hurst. This committee meets quarterly, with the next meeting scheduled for April 18, 2017. Ms. Bausch distributes the minutes of these meetings to the Board. Going forward, Ms. Hurst will also report the committee findings to this Board.

Mr. Brown, referencing the December 2016 Admissions Report, noted that December was one of the busiest months ever, especially notable because historically December is a slow month. Mr. Brown reported that the year before Project Renew we had 374 admissions; we're now running at approximately 650 admissions annually. Mr. Simon stated that it is also important to note that interviews for December were 60 admissions and 30 non-admissions, for a total of 90 people. Also notable is that the mix of short-term admissions totalling 26 orthopedic and 28 medical admissions.

Building Committee Report – presented by Louise Puschel

The TNW Building Committee met earlier today prior to this meeting. Discussion items included the following:

- Both the tower renovation and the auditorium renovation have been posted. A pre-bid contractor meeting/tour was conducted on January 11th. Ten contractors attended. An addendum with multiple questions and answers will be posted on January 24, 2017. Due to the number of questions received, the bid reply date has been extended from January 27 to February 9, 2017. The projected start date is the first week of April 2017. The estimated construction time is 4-8 months.
- Greenhouse – The committee plans to discuss this item in May 2017.

Finance Committee Report - presented by Christopher Alexander

Mr. Alexander reported that the Finance Committee met today, following the Building Committee, and reviewed the monthly financial results of December 2016 as well as the last 6 months ending December 2016.

Mr. Alexander reported that December was a solid month, above budget, from a Census perspective:

December 2016 Actual Total Occupancy was 94.7% compared to a Budget of 91.1%.

YTD December 2016 Actual Total Occupancy was 94.6% compared to a Budget of 91.2%.

From a Revenue perspective:

YTD December 2016 TNW Net Revenue was \$14,356,257 compared to a Budget of \$13,684,245 resulting in a positive variance of \$672,012.

From an Expenses perspective:

YTD December 2016 Total TNW Facility Expenses were \$10,903,176 compared to a Budget of \$11,082,856 resulting in a positive variance of \$179,680.

YTD December 2016 Total Town Allocations & Debt was \$3,897,141 compared to a Budget of \$4,016,006 resulting in a favorable variance of \$118,865

TNW's budget hearing with the BET is scheduled for Feb. 15, 2017. Mr. Alexander reports that the Finance Committee has devised a good plan for that meeting; Mr. Simon notes "we have a positive story to tell".

Friends of Nathaniel Witherell (FNW) - presented by Karen Sadik-Khan

Ms. Sadik-Khan reported that they are very pleased with this years' Annual Appeal. To date, the appeal has generated donations from 420 donors, compared with 368 donors last year at this time.

Resident Life Committee – presented by Lynn Bausch

Ms. Bausch reported the following:

- Tomorrow Ms. Bausch will be attending a community transition meeting at The Villa (formally The Smith House) involving Stamford Hospital.
- We received a certificate for our participation with Yale University in the Cranny Study, funded by the National Institute on Aging.
- CMS "Mega Rule" – includes a new Resident Bill of Rights, which will be reviewed with the residents at the next Resident Council meeting.

Entertaining items on the January 2017 calendar include the Garden Education Center floral project and the annual ice cream social hosted by St. Mary's Church, plus many musical performances.

Agenda Item #8 – a motion is made to reschedule the March 27th Board Meeting to March 20th. The motion is seconded and approved by the Board, 7-0-0. Ms. Marini will modify the Board Calendar of meetings for 2017 to reflect the new date and distribute to the Board.

Chairman's Report – presented by Laurence Simon

Mr. Simon noted that census has been very high in January, with generally over 193 beds filled (and 2-3 residents in hospital). We rarely have long-term beds available, but Admissions is doing a great job of filling open short-term rehab beds.

Mr. Simon expects to receive a reasonably positive reception at the TNW hearing with the BET on Feb. 15th. Mr. Tony Turner, RTM member who had attended our meetings and had an understanding of our budget, is now a member of the BET. We will wait until then to see what kind of questions or actions the RTM will have.

With regard to the TNW Strategic Planning Committee, chaired by Art Norton, Mr. Simon noted that they have a summer deadline for completion of their report.

In relation to capital projects, Mr. Simon reported that in addition to what is being done in the auditorium, the projects remaining would be the greenhouse, the rose garden and the Pavilion. Since it's been determined that the Pavilion was renovated under the Community Development Block Grant, we may apply to that organization for funds to do needed repairs to that building.

We will also be meeting again with Mr. Steve Katz of Sterling Care, the week of Feb. 13th to discuss possible partnering options with TNW.

The meeting was adjourned at 6:24 PM.

Respectfully Submitted,
Louise Puschel, Board Secretary
Feb. 1, 2017



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