

1. 3:30 P.M. NW May Board Meeting Agenda

Documents:

[TNW BOARD OF DIRECTORS AGENDA 2020\\_05\\_18.PDF](#)

- 1.1. NW Board Meeting Minutes Of January 27, 2020 Approved  
NW Board Meeting Minutes of January 27, 2020 approved

Documents:

[TNW BOARD MINUTES 2020\\_01\\_27 APPROVED.PDF](#)

- 1.1.i. NW Board Of Directors Virtual Webinar Draft Minutes Of 5/18/20  
NW Board of Directors Virtual Webinar Draft Minutes of 5/18/20

Documents:

[TNW BOARD MINUTES 2020\\_05-18 VERSION 3.PDF](#)



*The Nathaniel Witherell*

TOWN OF GREENWICH  
CONNECTICUT

**BOARD MEETING  
VIRTUAL WEBINAR  
Monday, May 18, 2020**

Time: **3:30 PM**

**MEETING WEBINAR INFORMATION**

Please click the link below to join the webinar:

<https://greenwichct.zoom.us/j/99291992886?pwd=YzVhMTIPa3l5S1NWeHgyOENRWjRBUT09>

Password: 1027947

Or Telephone Dial :1 646 518 9805

Webinar ID: 992 9199 2886

Password: 1027947

**AGENDA**

1. Introduction of John Mastronardi-Executive Director
2. Medical Director's Report – Frank Walsh, MD
3. Review/Approval - Minutes January 27, 2020 – Chairman
4. Reports
  - a. Executive Director-John Mastronardi
  - b. Building Committee – Louise Puschel and Larry Vanterpool
  - c. Marketing-Suzanne Hogan
  - d. Friends of Nathaniel Witherell – Scott Neff
  - e. Resident Life Committee – Carissa Ronish
  - f. Social Services-Justine Vaccaro
5. Chairman's Discussion – Laurence Simon
  - a. Current Financial Projections
  - b. Plan to fill Vacancies
  - c. Census Information
  - d. BET actions on the FY20-21 Budget and required steps
6. New Business
7. Adjournment

***2020 Calendar of Board Meetings:***

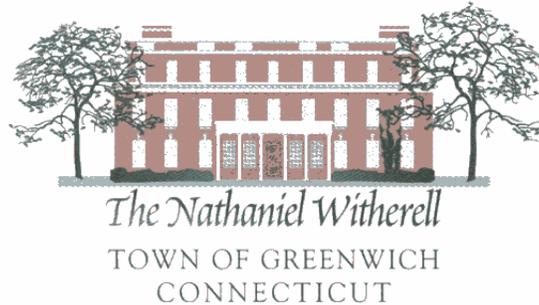
***Monday June 22, 2020***

***Monday July 27, 2020***

***Monday September 14, 2020***

***Monday October 19, 2020***

***Monday November 16, 2020***



## **Board of Directors Meeting Minutes January 27, 2020**

**Present:** Laurence B. Simon, Chairman; Louise Puschel, Secretary; Suzanne Brown; Christopher Carter; Suzanne Hogan; Nisha Hurst; Richard Kaplan; Joan Merrill; Nirmal Patel, MD MPH

**Absent:** none

**Staff:** Michel Baptiste, Housekeeping/Laundry Supervisor; Ann Callahan, Admissions Representative; Tony Correale, Chaplain; George Cossifos, Director of Admissions; Rose Forest, Clinic Nurse; Joanne L. Kotulski, Interim Administrator; Linda Marini, Assistant to Executive Director; Fran Misuriello, PCC 1<sup>st</sup> Floor; Elizabeth Mungai, Director of Utilization, Clinical Outcomes & Rehab Services; Edward Omondi, Director of Nursing; Scott Neff, FNW Executive Director; AiLinh Tu, Rehab Manager; Justine Vaccaro, Director of Social Work; Larry Vanterpool, Facilities Director; Dr. Frank Walsh, Medical Director

**Guests:** Michael Basham, RTM Finance Committee Chairman; B. Harris, RTM District 10; Elizabeth Krumeich, BET Liaison; Dan Ozizmir, District 5; Brad Radulovacki, RTM District 11; Sharon Shisler, RTM District 9; Paul Scholtes, Family Council; Ellen Wolfson, Commission on Aging

Mr. Simon opened the meeting at 5:31 PM in the TNW Board Room and noted that a quorum was present.

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

Dr. Walsh reported that the new APRN, Laura Giovannoli, had begun working full time at NW. Her credentials had been reviewed by the Medical Director and the Medical Staff and she was approved at the October 2019 quarterly Medical Staff meeting. Ms. Kotulski, Interim Administrator stated that Ms. Giovannoli had been doing a good job with the residents and she would recommend her appointment. A motion was made by Dr. Walsh that Laura

Giovannoli, APRN, be accepted by the NW Board of Directors as the Nurse Practitioner for the Nathaniel Witherell. The motion was approved by the Board by a vote of 7-0-0.

Dr. Walsh noted that the diminishing number of medical doctors coming to NW is a result of the new electronic health record system (EHR). Physicians have reported to Dr. Walsh that the system is very cumbersome. If something can be done to help streamline the system, Dr. Walsh believes it may entice some of the medical doctors to return. Although some of the physicians have not officially left the medical staff, they are “on hold” until something can be done to simplify the process. Mr. Simon stated that this has been noted as an issue.

Mr. Simon asked why the number of residents discharged to the hospital recently was larger than normal. Dr. Walsh said it was due to a recent increase in infectious disease, i.e. pneumonia; sepsis; UTI. If some of our more sickly patients are affected by one of these diseases, it can have a major impact on their medical status very quickly.

### **Review/Approval of Minutes of November 28, 2019**

A motion to approve the minutes of November 28, 2019 was made by Ms. Hurst, seconded by Ms. Puschel, and the minutes were approved by a vote of 8-0-0.

Ms. Joanne L. Kotulski, NHA/RNC, current Interim Administrator for the Nathaniel Witherell, introduced herself. Ms. Kotulski is employed by Health Dimensions Group (HDG) and comes to us with over four decades of experience in the senior health care industry: the first 2 decades primarily in Nursing, and the subsequent decades as a Nursing Home Administrator and nurse. Ms. Kotulski’s experience over the last ten years has been with senior living, as Regional Director of Operations, Regional Director of Resident Care, as Nursing Home Administrator, and as an Interim Director of Nursing. She comes with a great deal of experience and wisdom; and on this her eleventh day at TNW, she has noted some things that need immediate attention and other items that will require attention in the future. Mr. Simon welcomed Ms. Kotulski to NW and stated that she had been very helpful thus far. Ms. Kotulski began on January 13<sup>th</sup> and will be here 1 to 3 months.

Ms. Kotulski asked for clarification as to the responsibilities of the Nathaniel Witherell Board of Directors: is the Board the “Governing Body” of the facility? As a result of Mr. Simon’s answer being “yes”, Ms. Kotulski stated that are several items that need to be addressed in relation to the Public Health Code. Ms. Kotulski motioned that a sub-committee be formed to discuss and provide minutes in which the Board has adopted Section 1 and Section 2 under “Governing Body” of the Public Health Code [19-13-D8t, (e), Section 1 and Section 2].

## **Building Committee Report - presented by Louise Puschel and Larry Vanterpool**

Ms. Puschel reported that the TNW Building Committee last met on January 17, 2020, and discussion included the following:

- The Rehab expansion project is within budget and although slightly delayed, is expected to be complete by mid-February 2020.
- The application for the Community Development Block Grant will be submitted on February 10, 2020. Mr. Vanterpool explained that we will be requesting approximately \$160K for 2 projects in the Pavilion:
  - exterior wood trim repair
  - front deck renovation including replacement of windows and doors.A motion was made by Ms. Puschel to move the Block Grant Application forward in the amount of \$160K to fund two Pavilion projects as previously described by Mr. Vanterpool. The motion was seconded by Mr. Kaplan and approved by the Board by a vote of 9-0-0.
- Mr. Vanterpool reported that in FY19 we had \$73K for painting but there was no plan in place. A detailed plan has now been developed to paint the public spaces every 4 years, and patient rooms every 2 years. Twenty-six (26) out of the 67 resident rooms are complete. Common spaces such as the Café and the Garden Level Rehab are now complete. Once the 7 resident rooms are complete on the Garden Level Rehab Unit, the 3<sup>rd</sup> floor resident rooms, followed by the first floor rooms, will be scheduled.
- The project to correct the ground water intrusion in the dietary (kitchen) elevator is complete.
- As a result of the State Survey, and modifications to the fire code, all fire doors have been replaced except for one that had to be reordered because it had been measured incorrectly.
- The water line pressure reducer valve replacement project is complete.
- Replacement of the Tower main electrical panel (estimated at \$500K) – an electrical engineer has been identified to do the engineering planning work at a cost of \$15K. Mr. Vanterpool said that the company identified can meet our needs and understands the state of urgency of this project. As soon as the funding is identified, work can begin on this project. Mr. Simon stated that the project will only move forward if the BET/RTM approves the funding in May. Ms. Puschel noted that parts are no longer available for the panel and its failure could result in the power going out in the building. The panel is approximately 45 years old and had originally been scheduled for replacement during Project Renew.

## **Finance Update – presented by Nisha Hurst**

Ms. Hurst reported that currently there are no financial reports to distribute. The NW Finance Department will see a great deal of changes over the next couple of months. Ms. Carmen Erfe, Business Services Coordinator, is retiring effective February 1, 2019; Glenn Williams, Director of Finance, is currently on Paid Administrative Leave.

Ms. Hurst suggests that there is a current opportunity to make a fresh start with the Finance Committee. A new Executive Director will be hired shortly and their responsibility will include overseeing the financial obligations and goals of this facility; to maintain our 5-star rating and achieve it in a cost effective/responsible way.

The November 2019 Census was 91.49%, 5,630 days; Revenues were \$2.3M  
The December 2019 Census was 93%, 5,996 days; Revenues were \$2.5M  
January 2020 Census is 93%, 5,016 days (as of 1/26/20)

Payor Mix for December 2019 (\$2.5M):

Private Pay, \$652K - 25%  
Medicaid, \$1.39M - 40%  
Medicare, \$540K - 21%  
Commercial Insurance, \$129K - 2.5%

Mr. Simon noted that November '19 was slightly below plan and December '19 was very close to plan. For the first 6 months of 19/20, Revenues are \$1M below plan. The Payor Mix has been satisfactory.

Mr. Simon receives an Expense Report from the Town whenever he requests it; we are staying within budget.

Ms. Beth Krumeich, BET Liaison to NW, invited and urged NW Board members to attend BET meetings where votes are to take place concerning the Witherell, so that they may show their knowledge and support of decisions being made.

Mr. Simon will be requesting an additional appropriation of \$230K at the 1/27/20 BET meeting. This appropriation will cover the following:

- Health Dimensions Group (HDRP/HDG) – covering the cost of Interim Administrators for 6 months (\$20K/mos plus expenses); additionally the cost of a package of recommendations supplied by HDG (\$30K)
- Cyber security risk assessment (\$10K) and remediation (\$15K)
- The hiring of Tom Marien from PKF O'Connor Davies to assist with the financial transactions from Matrix to Munis and financial reporting (\$25K)

Mr. Kaplan noted that the contract states the Interim Administrators report to HDRP not to the Board. Understanding that the Board is responsible to the State of Connecticut Department of Health for the actions of the Administrator, Mr. Kaplan proposes that if the Interim Administrators report to HDRP, then HDRP needs to report to the NW Board of Directors. Mr. Kaplan expressed that he is concerned for the Boards' responsibility as the trustees for this institution and the patients who are in it. This point is noted by Mr. Simon with no further discussion at this time.

A motion was made by Ms. Hurst to move the \$230K appropriation request to the BET. The motion was seconded by Ms. Hogan and approved by the Board by a vote of 8-1-0, with Mr. Kaplan opposed.

Ms. Hurst reported that Tom Marien, PKF O'Connor Davies, has also been hired by NW to assist with our State 2016 Medicaid audit. Mr. Marien has found no issues thus far; Ms. Hurst noted that the audit is moving along nicely. Mr. Marien does, however, have some recommendations concerning billing, Munis, Matrix. There are ways to do things more efficiently and use reporting more analytically; but, Medicare/Medicaid are being properly calculated.

Ms. Hurst has also asked Mr. Marien for his suggestions on how to provide better reporting to the Board.

The 2019 Medicaid Cost Report is due February 15, 2020.

The 2019 Medicare Cost Report is due February 29, 2020.

### **Marketing – Presented by Suzanne Hogan**

The December 2019 Harrison Edwards marketing reports were distributed with the Board materials.

Ms. Hogan passed around the newest ads appearing in the Greenwich Time and the article written for the Long Term Care section of the Greenwich Magazine. There was also a good publicity article written by Alma Rutgers that appeared in the January 26, 2020 Greenwich Time.

The Harrison Edwards Google Analytics presentation has been rescheduled for March 18, 2020. The next marketing meeting is scheduled for February 19, 2020.

Daniel Care, the company NW partnered with to establish Witherell at Home, has been acquired by Care Finders. Mr. Simon asked that the Daniel Care/Witherell at Home information be removed from the NW website. Representatives from the homecare agency should also no longer be present at NW's weekly Medicare meetings.

### **Friends of Nathaniel Witherell (FNW) – presented by Scott Neff**

The Community Appeal, which was dropped on November 5, 2019, has shown an increase in donations over last year of approximately 2.5% year to date. The Community Appeal runs through FNW's fiscal year which ends June 30<sup>th</sup>.

The Friends is a participant in the Fairfield County Giving Day. This 24 hour day of online giving is taking place on February 27, 2020. All the money raised from this event goes directly to Resident Life Fund, which supports all of the programming for our long-term residents.

### **Resident Life – presented by Mr. Omondi**

Mr. Omondi reviewed several recreational events that have taken place over the last couple of months:

- The Resident and Family Holiday party was a huge success and was attended by over 250 people this year. This is historically one of the most popular resident/family events of each year.
- There were holiday musical performances by Waterside School, Stamford, and Glenville, Cos Cob and North Mianus Elementary schools in Greenwich, and the Junior Ensemble.
- Our Superbowl party is scheduled to begin in the auditorium on February 2, 2020 at 6 PM.
- Glenville School Valentine's Day concert is scheduled for February 7, 2020.
- Saturday, February 8, 2020 the Junior League of Greenwich is sponsoring a resident Casino Day.
- Our Valentine's Day Party will be held at 2 pm on February 14, 2020.
- Ms. Ronish and the Recreation Department are always working on bringing in new programming and events.

Mr. Simon stated that there would be no Chairman's Report this evening, and asked if there was any New Business. Mr. Omondi requested copies of a presentation, PDPM Updates, be distributed to the Board. Mr. Simon agreed, but acknowledged he was not prepared for discussion on this item.

Mr. Kaplan asked that at the next or some future Board meeting, Mr. Omondi present what Real Time is and what information it can provide and how that information is shared.

Mr. Omondi explained that Real Time is a software that sits atop our electronic medical record (EMR) system and extrapolates data that is being fed to the EMR system, providing:

- Analysis of data
- Clinical alerts
- Quality measures
- At risk residents
- Intervention recommendations
- Shift-shift reports delivered to manager's boxes

Dr. Patel requested more information and discussion on the processes and interventions currently required and utilized by the Real Time software, along with its' effectiveness, before we consider a proposal to expand the system as Mr. Omondi is suggesting.

A motion to enter Executive Session was made by Mr. Simon, and seconded by Ms. Puschel at 6:23 PM.

The Executive Session ended at 7:06 PM and the meeting was adjourned.

Respectfully Submitted,  
Linda Marini for Louise Puschel, Board Secretary  
February 2, 2020



*The Nathaniel Witherell*  
TOWN OF GREENWICH  
CONNECTICUT

**Board of Directors Meeting  
Virtual Webinar Minutes  
May 18, 2020**

- Present:** Laurence B. Simon, Chairman; Louise Puschel, Secretary; Suzanne Brown; Christopher Carter; Suzanne Hogan; Nisha Hurst; Richard Kaplan; Joan Merrill; Nirmal Patel, MD MPH
- Staff:** Linda Marini, Assistant to Executive Director; John Mastronardi, Executive Director; Elizabeth Mungai, Director of Utilization, Clinical Outcomes & Rehab Services; Scott Neff, FNW Executive Director; Carissa Ronish, Therapeutic Recreation Director; AiLinh Tu, Rehab Director; Justine Vaccaro, Director of Social Work; Larry Vanterpool, Facilities Director
- Guests:** Andy Duus, BET liaison to TNW; Elizabeth Krumeich, BET Liaison to TNW; Ellen Wolfson, Commission on Aging

Mr. Simon opened the meeting at 3:30 PM via zoom webinar and noted that a quorum was present.

Mr. Simon introduced Nathaniel Witherell's new Executive Director, John Mastronardi. Mr. Mastronardi thanked the Board for giving him this opportunity and noted that everyone here has been very cooperative and welcoming thus far. He stated that everyone has been willing to pitch in and be part of the team, for which he is very grateful.

**Medical Director's Report – none - Dr. Frank Walsh absent**

**Review/Approval of Minutes of January 27, 2020**

A motion to approve the minutes of January 27, 2020 was made by Mr. Simon. A roll call vote was taken, and the minutes were approved by a vote of 7-0-0 (Patel and Brown were not yet on the call).

## **Executive Director's Report - presented by John Mastronardi**

**Recruitment:** Mr. Mastronardi reported that they had conducted a total of 8 interviews for 3 vacant positions:

1. Director of Nursing – Two candidates have been identified to return for second interviews. The interview panel will include Joan Merrill and Dr. Patel, along with Mr. Mastronardi and Human Resources.
2. Director of Financial Operations – there were 4 interviews for this position which were narrowed down to 2 strong candidates. Mr. Simon and Ms. Hurst will participate on this interview panel.
3. Business Services Coordinator – a candidate was selected and has accepted this position.

**Admission Criteria:** In anticipation of resuming admissions, Mr. Mastronardi reported that Nathaniel Witherell will adhere to the following criteria in accordance with the CDC guidance for COVID-19:

If discharged from a hospital, the resident will have:

- negative results of an FDA Authorized COVID19 test for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens collected  $\geq 24$  hours apart (total of two negative specimens).
- resolution of fever without use of fever reducing medications
- improvement in respiratory symptoms (e.g., cough, shortness of breath)

If admitted from the community, the resident will have:

- one negative test result of an FDA Authorized COVID19 test for detection of SARS-CoV-2 RNA
- be asymptomatic and afebrile

Transfer protocol for transfer from COVID-19 unit to “home” unit (per CDC symptom-based strategy):

- 14-day isolation, at the end of which, NP will evaluate the resident for 3 days of being afebrile without the use of fever reducing medications
- Improvement of respiratory symptoms: Decreased shortness of breath, oxygen saturation of 94% or resident’s baseline
- 19 days have passed since symptoms first appeared

Protocol for resident to be deemed recovered:

- The resident remains asymptomatic after 14-days on isolation
- The resident is then considered recovered and transferred to his/her “home” unit
- Continue 14-day monitoring of resident’s vitals and symptoms

**COVID testing:** the Department of Health (DPH) distributed test kits this afternoon in accordance with the prevalence survey testing that is now being mandated by DPH to test all nursing home residents in CT. All resident testing has to be done in one day and depending on those results, residents will be properly cohorted. There may also be enough tests to test all staff as well.

We are planning to have staff prepare to return to work the week after Memorial Day (week of 5/27); some of that may depend on staff testing.

Mr. Mastronardi reported that we're preparing for the reopening of the Café for the first week of June, with take-out orders only; proper social distancing markers, sneeze screens; outdoor dining only. Reconfiguration of space for indoor dining will be evaluated after the first week of June.

Mandatory reporting requirements – our daily reporting requirements typically include the following details: facility capacity; current census; number of COVID positive patients; number of COVID recovered patients; number of COVID related expiration; number of suspected COVID cases; number of cumulative lab confirmed COVID cases; and personal protective equipment (PPE) usage. These reports are mandated 7 days a week from various governing bodies including the mutual aid plan map for long term care, which must be submitted daily, 7 days a week before 10am and failure to submit carries a \$5,000 fine. The Department of Health Facility and Licensing Section (DPH FLIS) report must be reported daily, 7 days a week by 12 pm, and the fire marshal report much be submitted daily between 9am-10am, and by Ma 24<sup>th</sup> we'll be required to report to the CDC.

Mr. Mastronardi reported that the State came in on Sunday, May 17, 2020 for COVID surveillance survey, regarding staff education and training, specifically the donning and doffing of PPE; no deficiencies were cited.

We have admitted one patient who is currently on the Garden Level and will remain in isolation for 14 days. We may begin taking elective surgery cases shortly.

Mr. Mastronardi noted that based on CDC guidance that he and the staff have reviewed, the Garden Level would provide one side for COVID positives and one area for COVID suspected cases, and dedicated staff for each particular cohort.

### **Building Committee Report - presented by Louise Puschel and Larry Vanterpool**

Ms. Puschel reported that the TNW Building Committee last met on April 29, 2020 via conference call, and discussion included the following:

- The Rehab expansion project has experienced a number of delays due to COVID related employee/inspection delays, as well as concerns on the overall quality of the new construction. Currently we are awaiting a final inspection on the roof. Final approval is pending.
- The Community Development Block Grant was awarded to us for \$160K for three Pavilion projects. Ms. Krumeich noted that it passed the BET and it will go before the RTM on June 8<sup>th</sup>. She encouraged the Building Committee to continue to apply for Block Grant funds going forward.
- Capital projects:
  - Mr. Vanterpool received sole source approval for additional A/C units. They will be arriving within 1-2 months.
  - The interior painting project was halted due to the shutdown of the building to visitors and vendors. They will resume in FY22.

- Electrical panel replacement – the first phase of the project involving the electrical engineer has been approved and the contract is with the law department.

### **Marketing – Presented by Suzanne Hogan**

The January - April 2020 Harrison Edwards marketing reports were distributed with the Board materials.

Due to the pandemic there have been no Marketing meetings since the start of the year. The Google Analytics presentation was also cancelled and will most likely be rescheduled as a zoom conference.

Ms. Hogan reported that the most important marketing that has been done over the last couple of months has been around public relations and messaging strategy related to some of the communication that's been taking place about Witherell.

Recent news articles were distributed with the Board materials and Mr. Simon has also circulated copies of the articles that appeared about NW to the Board members.

### **Friends of Nathaniel Witherell (FNW) – presented by Scott Neff**

The Community Appeal, which was dropped on November 5, 2019, has nearly matched last years' donations. The Appeal will run through FNW's fiscal year which ends June 30<sup>th</sup>.

Fairfield County Giving Day, the 24-hour day of online giving which took place on February 27, 2020, was a successful day, having raised funds from 102 donors.

Mr. Neff thanked Jenny Larkin for her creation of a GoFundMe page for donations toward staff meals. It has been funding a minimum of 2 weekly lunches, each consisting of 125 individually packaged meals; these will continue through the end of May. Thanks to donations by the Family Council, Friends of Witherell, Joe Kaliko, United Way, Boys and Girls Club. Also, thanks to Mary Tate, Volunteer Coordinator, who's activities have included coordinating with some family members of long term residents who have wanted to recognize staff on behalf of their loved ones, by arranging either a lunch or dinner to be delivered to the facility.

### **Resident Life Committee – presented by Carissa Ronish**

Ms. Ronish reported that a modified version of the Resident Council, including Council president and other key members, has been taking place during this time that residents have been required to stay on their units. They have also done room visits to gather feedback and suggestions from residents.

Ms. Ronish reported that the team has been offering support and engagement of residents, working with Social Services and Nursing, scheduling and providing video calls, Face Timing

and Zooming. Some families have requested standing appointments. This has been extremely important to both the residents and the families.

Ms. Ronish noted that she's lucky to have 2 musicians on staff who have given us some strolling music. Mr. Mike Rinaldi has also done an outdoor concert from the patio in the courtyard.

Recreation has also been helping out with staff morale through window art. And there was a "drive-by" parade in April, spearheaded by our beauty salon workers and volunteers. Recreation staff created and delivered baskets for Easter and flowers for Mother's Day to the residents. They have also presented courtyard concerts with some of our musical vendors.

### **Social Services – presented by Justine Vaccaro**

Ms. Vaccaro reported that the scope of what her department does has changed. Initially working remotely, her department was the 'eyes and ears' to the families. Providing weekly phone calls to residents and families and providing families with information regarding their loved ones' status, both physically and emotionally.

The main focus of the department now that they've started to return to their offices is to reconnect with the residents who maybe were unable to talk on the phone, or some of our residents with more advanced dementia.

Ms. Vaccaro gave kudos to all departments for what they have brought to this facility during these very trying times.

### **Chairman's Report – presented by Laurence Simon**

Mr. Simon reviewed the current financial projections.

Nathaniel Witherell is receiving \$600/day from Medicare for COVID positive and recovering COVID patients. We've received from Medicare \$713K to compensate for the cost of caring for our patients. In addition, the State of Connecticut has provided us with a 15% increase for our Medicaid patients; that is 15% above the \$286/day, resulting in \$328/day. However, Mr. Simon noted we will still be short by approximately \$1M because of the low census. It will help greatly to build the census back up, especially with Medicare.

Mr. Simon reported that currently we're projecting expenses to be approximately \$900K under budget, which includes putting funds aside for the retroactive salary increases. Mr. Simon and Ms. Hurst will review all vendor costs to determine where cost savings can be found. Focus needs to remain on managing our costs, particularly overtime.

Today, census is 133; 1 active COVID; 3-4 tested waiting results; 16 residents that are within the 14 days of being discharged from the COVID unit, and 19 that have gone beyond the 14 days and they are in the recovery category. Thirty-five residents have gone from active to recovering or recovered.

## **New Business**

Ms. Puschel requested that Mr. Simon continue sending his updates to the Board.  
Ms. Hogan asked that the poor WIFI reception issue be revisited.

The meeting was adjourned at 4:50 pm.

Respectfully Submitted,  
Linda Marini for Louise Puschel, Board Secretary  
May 21, 2020

Subject to Approval