1. Meeting Materials

Documents:

- JUNE 22, 2015 BOARD MEETING AGENDA.PDF
- JUNE 22, 2015 BOARD MINUTES - APPROVED.PDF
- JUNE 22, 2015 BOARD MINUTES - DRAFT.PDF
Board Meeting
Monday, June 22, 2015

Time:  5:30 P.M. - 7:00 P.M.
Place:  The Nathaniel Witherell Board Room

AGENDA

1. Medical Director’s Report – Frank Walsh, MD
2. Review/Approval - Minutes – May 26, 2015 – Chairman
3. Chairman’s Report – David Ormsby
4. Executive Director’s Report – Allen Brown
5. Committee Reports:
   a. Building Committees
      i. TNW Building Committee – Jack Hornak
      ii. TOG Building Committee, Project Renew – Steve Soler
   b. Finance Committee – Lloyd Bankson
   c. Resident Life Committee – Lynn Bausch
6. Friends of Nathaniel Witherell – Karen Sadik-Khan
7. New Business
8. Adjournment

Beverages and light refreshments will be served

Next Board Meeting is scheduled for Monday, July 27, 2015

cc: Town Clerk
Board of Directors Meeting Minutes
June 22, 2015

Present:  David Ormsby, Chairman; Thomas Saccardi, Secretary; Lloyd Bankson; Louise Puschel; Karen Sadik-Khan; Larry Simon; Steve Soler

Staff:  Christopher Alexander, Director of Financial Operations; Lynn Bausch, Deputy and Director of Nursing; Allen Brown, Executive Director; Jack Hornak, Facilities Director; Frank Walsh, MD, Medical Director

Also:  Mary Anne Chiappetta, Family Council; Art Norton, BET

Mr. Ormsby opened the meeting at 5:35 PM in the TNW Board Room.

**Medical Director’s Report - presented by Frank Walsh, MD**

Dr. Walsh presented a policy issue, endemic in all facilities, namely, that a physician must see a resident within 72 hours of admission, and then 30 days later, with follow-up every 90 days. Since physicians’ tight schedules too often preclude this compliance, TNW and nursing, not the physician, are cited for the deficiency. To avoid this, Dr. Walsh proposed, and the Board concurred, that if a physician does not comply with proper visitation/consultation procedure as stated above, Dr. Walsh will perform the necessary schedule of visits. Dr. Walsh will present this to the Medical Staff at their next meeting scheduled for July 22, 2015, and hopes to implement this as part of the policies and procedures of the medical staff. Mr. Ormsby states that this should also be made known to patients upon admission.

Dr. Walsh reports that the Rehab unit is consistently turning over beds. Ms. Bausch notes that today we had three admissions and 2 were from the Hospital for Special Surgery. She reports that we have also received an increase in referrals from White Plains Hospital. However, she and Mr. Cossifos, Admissions Director, are working with that because transportation to get patients back to doctors in that area is an issue.

Ms. Bausch raised several clinical items:

1. CMS projects that the increase for SNF’s for 2016 is estimated to be up 1.4% for Medicare.
Medical Director's Report – (cont’d)

2. Diagnosis codes are changing from ICD-9 to ICD-10, which creates a sizable project on the clinical side. Matrix will handle some of the changes somewhat automatically, but we will still have to go into each patient record and ‘clean up’ a good amount of the diagnosis ourselves.

3. Due to recent and upcoming retirements, we have a new MDS coordinator in the Rehab area, and we are recruiting for another MDS coordinator replacement whose retirement is effective August 1st. These positions are critical in increasing revenue via maximum Activities of Daily Living (ADLs) capturing.

Review/Approval of Minutes of May 26, 2015

After review by the Board, a motion to approve the minutes of May 26, 2015 was made and seconded, and the minutes were adopted unanimously by the Board.

Chairman’s Report – presented by David Ormsby

Mr. Ormsby reported that on Friday, June 5th, Eversource delivered a check in the amount of $4,490,918 to the Town Comptroller. Two representatives of Eversource, Mr. Bankson and Mr. Ormsby were in attendance. A ceremonial check had been presented to First Selectman Tesei in May.

Executive Director’s Report – presented by Allen Brown

Mr. Brown reported on two building issues:

1. A sudden and unexpected separation of the cornice/shelf from the building on the north face of the Administration building presents a danger of catastrophic collapse. An estimate for repair totaling $32,500.00 has been prepared by M. Gottfried, Inc., TOG authorized roofing contractor. An appropriation request will be sent to the BET for review/approval. Mr. Brown believes that we should ask the Town Administrator and Finance officer for immediate authorization to proceed in view of the potential life/safety issue.

2. TNW’s May 29th request to the BET for appropriation of funds to support the STEAP grant was not included in the BET’s June meeting agenda. It is now scheduled for review in July.

ADP/Payroll issue - an employee in our Nursing department, who moved from part-time to full-time status last October (corresponding to the implementation of the ADP system), has been paid, in error, for double her worked hours since her change of status. She has received approximately $20,000 in excess of what she should have been paid. The TOG HR Department is negotiating a repayment plan with the employee. TNW has requested information on how/why the overpayment resulted. Currently, Town departments authorize the hours an employee has worked, but do not have access to the amount of pay employees receive.
Executive Director’s Report – (cont’d)

State Budget – a special session of the legislature was approved (possibly for the end of June), to address necessary implementation bills which were not addressed at their regular session on June 3rd. One issue is a possible authorization of up to 1.5% spending reduction across the board, which would be devastating to Medicaid providers who have not had increases to their rates in the previous 4 budget years. There is also a proposal in the current budget to allocate an additional $12M in state funding for nursing home wage enhancement, but it is unclear whether these funds are for unionized homes or for distribution fairly to all homes.

Mr. Ormsby mentioned that a $95K project to repoint building brickwork of the Administration building will call for a large machine to operate in the Friendship Garden area, thus postponing landscaping into Fall 2015 or Spring 2016.

Building Committees Report

TNW Building Committee – presented by Jack Hornak

Jack Hornak reported that the Building Committee had reviewed the following items:
- the above mentioned issue regarding the Friendship Garden and postponement of landscaping
- the cornice/shelf separation on the Administration building
- the STEAP grant.

TNW’s security upgrade is now in progress, to be completed in approximately 3-4 weeks.

The committee is focused on the conversion of the 5 garden level rooms with an annexed nursing station, and soundproofing the adjacent boiler room. Use of the Town architect would allow for more timely completion of this project.

Mr. Hornak stated that there has been a settlement with Turner. Issues remain outstanding with S.L.A.M.

Town Building Committee, Project Renew – presented by Steve Soler

Mr. Soler reports that the Town has settled with Turner and they also had an agreement with S/L/A/M. However, S/L/A/M decided against the agreement, seeking different terms and conditions. They will enter arbitration with the TOG.

Mr. Soler discussed the possible energy rebates from Eversource for gas and electric efficiency levels. As things stand currently, we would get $75K as an incentive on gas and $65K for what we've done for the building as a function of the building committee. If we can identify upgrades that would bring us from 13% efficiency levels to 15% efficiency levels, it would give us an additional $65K/month.
Finance Committee Report - presented by Lloyd Bankson

Mr. Bankson mentioned his concerns in regard to expenses, specifically a significant increase in overtime. Although challenging, the Finance Committee is focusing its attention on this matter.

Mr. Ray Augustine has been in 3-4 times thus far to train and assist Mr. Alexander, and in Mr. Bankson’s opinion, has been exceedingly helpful. Mr. Alexander is creating a procedures manual for his position as the training progresses.

Mr. Bankson requested that Mr. Alexander review one of the slides he presented to the Finance Committee prior to the Board Meeting. Mr. Alexander explained and:
   1. highlighted the ADP line budget item regarding Overtime
   2. highlighted Revenues being below budgeted levels
   3. showed that Expenditures YTD MAY '15 are close to budget, but still unfavorable

Mr. Alexander’s intention is to review what the final results are after the close of June ’15 and the full fiscal year ’14/’15 sometime in July, and not only review the bottom line, but determine what the trends are.

Resident Life Committee – presented by Lynn Bausch

Ms. Bausch reported that we had a very successful Tag Sale on June 19th and 20th. - proceeds benefit the Recreation fund.

Resident Council met on Tuesday, June 2nd. Our new CFO, Mr. Christopher Alexander, was introduced and answered questions posed by the residents. No other significant outstanding issues were reviewed. The new dietician will be introduced to them at the next Council meeting.

The Backyard Barbeques are back every Wednesday at 12 noon in the Rose Garden. Rehab residents are welcome every week and we invite ½ the long-term unit each week. We’ve already had some great student volunteers helping us out with the barbeques. For the first one of the season we had a fabulous group of 8th grade students from Western Middle School: they engaged the residents; they transported; they pitched in wherever needed. Their teacher expressed to Mr. Brown and Ms. Bausch that they were the best group of students she had ever had. As they assembled to leave they all turned to the residents waving and shouting “Good-bye!”

There have been several resident out-trips: shopping; pizza at the Greenwich Boat and Yacht Club; rides to Tods Point; etc.

The Greenwich Chaplaincy is hosting a fundraiser, “Wake-Up America”, a historical musical review on World War I. It is to be held here in the Witherell auditorium on June 27th. The residents got a ‘sneak preview’ and were invited to attend the dress rehearsal.
Friends of Nathaniel Witherell - presented by Karen Sadik-Khan

Ms. Sadik-Khan reminded all of the Golf outing planned for Wednesday, September 16th, which will be held at The Griff.

The Friends will be hosting a fall luncheon to benefit The Nathaniel Witherell on Thursday, Oct. 15, 2015, to feature Jane Brody, Personal Health columnist for the New York Times.

New Business - No new business.

The meeting was adjourned at 6:50 PM.

Respectfully submitted,

Thomas Saccardi

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June 13, 2015

These minutes were approved at the July 27, 2015 meeting of The Nathaniel Witherell Board of Directors.
Board of Directors Meeting Minutes  
June 22, 2015

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