1. NW Board Of Directors Meeting Agenda Nov. 18, 2019
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   Documents:
   
   TNW BOARD OF DIRECTORS AGENDA 2019_11_18.PDF

1.I. NW Board Of Directors Approved Meeting Minutes Of Oct. 21, 2019
    NW Board of Directors Approved Meeting Minutes of Oct. 21, 2019

   Documents:
   
   TNW BOARD MINUTES 2019_10_21 APPROVED.PDF

1.I.i. NW Board Building Committee Meeting Minutes Oct. 21, 2019
      NW Board Building Committee Meeting Minutes Oct. 21, 2019

   Documents:
   
   TNW BUILDING COMMITTEE MINUTES 2019_10_21 V3.PDF

1.I.ii. NW Board Of Directors Draft Minutes Of Nov. 18, 2019
       NW Board of Directors Draft Minutes of Nov. 18, 2019 meeting

   Documents:
   
   TNW BOARD MINUTES 2019_11_18 VERSION 3.PDF
Board Meeting  
Monday, November 18, 2019

Time: 5:30 PM  
Place: The Nathaniel Witherell Board Room

AGENDA

1. Medical Director’s Report – Frank Walsh, MD
2. Review/Approval - Minutes October 21, 2019 – Chairman
3. Reports
   a. Executive Director-Allen Brown
   b. Building Committee – Louise Puschel and Larry Vanterpool
      i. Approval of new rent amounts for Pavilion residents (2% increase).
   c. Marketing-Suzanne Hogan
   d. Friends of Nathaniel Witherell – Scott Neff
   e. Resident Life Committee – Ed Omondi
4. Chairman’s Discussion – Laurence Simon
   a. Approval of increase in Private Room Rates
   b. PDPM: Current Implementation Status
   c. Executive Director Search Update
   d. Holiday Party December 14, 2019 from 2:00pm to 4:00 pm
5. New Business
6. Executive Session to discuss personnel matters (6:30 pm).
7. Adjournment

The Finance Committee will meet at 10:00 am Friday November 15th in the Board Room.  
The Building Committee will meet at 4:30 pm Monday November 18th in the Board Room.

2020 Calendar of Board Meetings:

<table>
<thead>
<tr>
<th>Monday January 27, 2020</th>
<th>Monday March 23, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday April 27, 2020</td>
<td>Monday June 22, 2020</td>
</tr>
<tr>
<td>Monday July 27, 2020</td>
<td>Monday September 14, 2020</td>
</tr>
<tr>
<td>Monday October 19, 2020</td>
<td>Monday November 16, 2020</td>
</tr>
</tbody>
</table>

cc: Town Clerk
Board of Directors Meeting Minutes  
October 21, 2019

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

Absent:  none  

Staff:  Allen Brown, Executive Director; John Liongson, Medical Data Analyst; Linda Marini, Assistant to Executive Director; Elizabeth Mungai, Director of Utilization, Clinical Outcomes & Rehab Services; Scott Neff, FNW Executive Director; Edward Omondi, Deputy and DON; Justine Vaccaro, Director of Social Work; Larry Vanterpool, Facilities Director; Dr. Frank Walsh, Medical Director; Glenn Williams, Director of Financial Operations  

Guests:  Suzanne Brown, TNW Board Nominee; Christopher Carter, TNW Board Nominee; Sharon Shisler, RTM Appointments Committee; Paul Scholtes, Family Council; Ellen Wolfson, Commission on Aging  

Mr. Simon opened the meeting at 5:33 PM in the TNW Board and noted that a quorum was present.

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

Dr. Walsh reported that the short-term rehab census has steadily increased since last month.

TeamHealth has a prospective candidate for APRN coverage following Shannon Desimone’s departure. In the interim, the TeamHealth APRN who works with Dr. Walsh at Greenwich Woods will be providing coverage here at Witherell (the census at Greenwich Woods is currently at less than 50%). NW requires APRN's license, DEA certification, and evidence of malpractice insurance for credentialing purposes. Following Dr. Walsh’s interview of the candidate, he will present their credentials to the Medical Staff at their quarterly meeting for approval and acceptance to the Medical Staff.
Dr. Walsh reported that NW will begin administering the flu vaccine, to patients and staff, during the last week of October and first week of November. The high-dose vaccine will be administered to all residents; staff will receive the regular vaccine.

Dr. Walsh discussed a concern regarding the Electronic Medical Records (EMRs). He asked if someone on staff at NW could lend assistance with medical data transcription for doctors who only have a few patients. NW needs to provide support to doctors referring patients to Nathaniel Witherell. Dr. Patel suggested that voice recognition software may be able to help in the data input process. Mr. Simon would like to see resolution to this issue by the November Board meeting.

**Review/Approval of Minutes of September 23, 2019**

A motion to approve the minutes of September 23, 2019 was made by Ms. Hogan, seconded by Mr. Kaplan, and the minutes were approved by a vote of 7-0-0.

**Executive Director’s Report – presented by Allen Brown**

**Room Rates** - January 1st has traditionally been the date when the Board of Directors implements room and board rate increases. The last room and board rate increase became effective in January 2019. Room and board schedules reflecting the rates for both 2018 and 2019 were attached to Mr. Brown’s written report. Compared to 2018 rates, 2019 rates reflected a 2.9% increase in private room charges and a 3% increase in semi-private room charges. Mr. Brown also attached “The Cost of Long Term Care in CT” report from April 2019 to his written report. It identifies the semi-private and private room and board charges for every nursing home in CT. The report is useful for assessing market conditions locally and statewide. If the Board determines that a rate increase for 2020 is appropriate, a letter announcing the increase must be mailed by December 1, 2019; therefore, a decision regarding room and board charges must be made by the November 18th Board meeting.

**State Survey** – Mr. Brown reported that DPH has audited our plan of correction related to the August state survey and identified us as being in full compliance with DPH and CMS standards. When the CMS 5-star rating is updated (anticipated this week), he believes that we should see a significant improvement in our overall 5 star rating. Mr. Brown anticipates that the 1 star staffing rating will be updated to a 4 or 5-star staffing rating as all of the PBJ uploads since March have been CASPER verified (i.e verified through CMS’s Certification And Survey Provider Enhanced Reporting).

**US News and World Report** - US News and World Report has pre-released its findings of Best Nursing Homes for 2019-20. The official report will not be released until October 29, 2019 and recipients of the pre-release were notified not to disclose the findings until the official release date. To that end, Mr. Brown stated that, like last year, our community will be pleased with the report.
Operating Plan – Mr. Brown submitted the Nathaniel Witherell Operating Plan to the Town last month. Instead of requiring a new plan this year, the Town asked questions of the facility, regarding budget submissions, major accomplishments and program development objectives for the upcoming year, and will use these responses to update the existing plan. Nothing has been released thus far.

Building Committee Report - presented by Louise Puschel and Larry Vanterpool

Ms. Puschel reported that the TNW Building Committee met at 4:30 today, and discussion included the following:

- **Tower renovation:** this project is complete.
- **Rehab expansion:** We have received a verbal approval today for the building permit. Surge, the contractor for the project, has ordered the windows; the foundation was inspected and we have been cleared for construction.
- Three critical issues to be addressed:
  - Because of ground water intrusion in the dietary (kitchen) elevator pit - it is necessary to install a sump pump (with an oil/hydraulic fluid detector). This will also eliminate the danger of an electric short since the water interferes with the cable supporting its operation. In addition, some hydraulic fluid has mixed in the water from the lines at the bottom of the elevator. The cost of this installation is approximately $18K.
  - As a result of the State Survey, and modifications to the fire code, all fire doors will be replaced at a cost of $19K.
  - The pressure reducer valve, tied into the main water line, is leaking, and will be replaced at an estimated cost of $17,745.

2020 Capital Projects:

- 27 new Tower A/C units will be purchased in the spring (1 has purchased as a test unit).
- Resident bed replacement - we will be evaluating other bed suppliers other than Hill Rom.
- Mr. Vanterpool will develop an RFB for a 4-year interior painting plan.
- Installation of the IPC wallcovering will be completed this week with the final two rooms 43 & 20.
- The new boiler is up and running in the Pavilion.
- Nursing Capital –ordering new lifts and low-rise beds.
- General Capital - $7,500 projected balance for the year.

With regard to the CIP 2021 Budget, Mr. Vanterpool reported that the Building committee determined item #9, the Tower Electrical Panel replacement, should receive prompt attention. Mr. Vanterpool explained that the parts for the existing panel are difficult to acquire; and should the panel go down, it will pose a significant impact on direct patient care. Mr. Simon stated that an electrical engineer will be hired to determine if immediate replacement is necessary. The Tower elevators are costing $40K - $60K/year in repairs and will also need to be replaced soon. The Board’s consensus is to replace the electrical panels should that be the recommendation of the electrical engineer’s evaluation.
**Finance Committee Report - presented by Nisha Hurst and Glenn Williams**

Ms. Hurst reported that the TNW finance Committee met on Friday, October 18, 2019. They will meet again on Wednesday10/23/19 to begin finalizing the budget for BET submission.

Mr. Williams reported the following for the month ending September 30,2019:

Margin Before Capital and Debt for YTD Sept. 2019 is ($616,513) compared to a Budget of $504,886. The factors driving this are: Revenue is down approximately $521K, with the largest influence being Medicare; Operating Expenses are over Budget for the 3 months ending 9/30/19 by approximately $543K – primarily driven by Personnel Services (overtime and temp services/part time).

YTD Sept. 2019 Capital Expenditures of $178K are in line for the 3 months ending 9/30/19. Debt Service payments paid in the month of July 2019 are on Budget, except for a $25K variant not budgeted correctly by the Town.

Mr. Williams projections for 2020 suggest a Margin Before Capital and Debt loss of approximately $4M. He stated that we need to assure that we are billing correctly; notes are being done correctly; that we are using every available resource from our software, including our external vendors and hold them accountable as well; verifying that we have all internal controls in place and that we are billing accurately and timely going forward.

Mr. Williams’ report itemized the Actual loss for the last 3 years: 2017 ($845,559); 2018 ($617,919); 2019 ($3,629,877). Expenses for overtime and temp services were a large factor in the marked loss increase from 2018 to 2019.

Mr. Williams stated that we’re making sure Matrix internal controls are accurate, and that the reports being generated make sense, and we have rationale for what they produce as revenue in each of the categories.

Dr. Patel commented on the importance of the staff’s knowledge on how to code, how to properly assess the patient, making sure that all of the comorbidities are properly captured. She requested that the Board receive details of the training that has taken place along with what QA/QI has been put in place. Messrs. Williams and Omondi will prepare for the Boards’ information.

Marketing – Presented by Suzanne Hogan

The September 2019 Harrison Edwards marketing reports were distributed with the Board materials. Many of the activities pertain to the November 7, 2019 luncheon event being sponsored by FNW.

The Board had previously discussed the need to spend more time in Professional Services marketing, in addition to the regular communication we’re doing within the community. We have started to see that happen with the concerted effort with Stamford Hospital to increase the number of admissions from that facility.

Mr. Omondi mentioned that for the first time we’ve started to receive data from our vendor to track the results of our Pulmonary Rehab program. He reported that we have 0% re-admission rate to the hospital with pneumonia and respiratory illnesses being tracked by the hospital. Dr. Patel requested that Mr. Omondi share re-admission rate data received with the Board.

The Harrison Edwards Google Analytics presentation will take place during the FNW January 22, 2020 Board Meeting at 9:00 AM.

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

Invitations for the fall FNW special fundraising luncheon event went out on Sept. 25, 2019. This event will be held on Thursday, November 7, 2019, 11:30 AM at the Greenwich Country Club. It will feature New York Times Personal Health columnist, Jane Brody, who will speak on the topic of ‘Brain Health & Cultivating a Young Brain’.

Resident Life – presented by Edward Omondi

A pie-throwing contest sponsored by our Recreation Department was held on Friday October 18th. Residents and staff purchased $2 tickets to “toss a pie” at managers and directors of NW. This first-time event raised $300, and the proceeds were split between Breast Cancer Research and Resident Life. Hopefully, this will become a yearly event!

Recreation calendars are posted on the website and events are also noticed on Facebook. Mr. Omondi encouraged all to “like us” on Facebook.

Chairman’s Report – presented by Laurence Simon

Mr. Simon asked for acceptance of the proposed Board meeting calendar for 2020, containing 8 meetings. The calendar was adopted with a vote of 7-0-0.
Regarding the PDPM Implementation, Mr. Simon would like to see broader case sample, and what is being done to maximize our reimbursement following receipt of more clinical data/information, at the November Board meeting.

BET Meeting updates:
- NW attended the Budget Committee last week.
- NW attended the BET TNW Strategic Plan Committee last week.
- We will submit our report to the BET on our implementation of the HDG recommendations by the end of October. Mr. Simon will present this report at the BET meeting on Thursday, November 21, 2019 at 2:00 pm.

Mr. Simon requests that the Board members come to the November Board meeting ready to discuss the possible increase to private room rates.

Mr. Simon noted that the Executive Director’s search is ongoing and the Town has engaged a company to do a wider search to include those already employed in nursing homes.

Ms. Elizabeth Krumeich thanked Messrs. Simon and Brown for their thorough, helpful report given to the BET TNW Strategic Plan Committee. She acknowledged that Nathaniel Witherell is working hard to focus on the fiscal status of Nathaniel Witherell, and the members of the committee appreciate their cooperation. They look forward to a on-going dialogue between the BET and NW.

A motion was made by Ms. Puschel to adjourn the meeting, seconded by Mr. Kaplan, and Mr. Simon adjourned the meeting at 6:59 PM.

Respectfully Submitted,
Linda Marini for Louise Puschel, Board Secretary
October 28, 2019
Nathaniel Witherell
Building Committee Minutes
Monday October 21, 2019

Present:
Larry Simon-Board Chairman
Louise Puschel-Building Committee Chair
Ed Omondi-Director of Nursing

Allen Brown-Exec. Director
Glenn Williams - Director of Finance
Larry Vanterpool-Director of Operations

The Nathaniel Witherell Building Committee Meeting came to order at 4:30 PM in the Board Room.

Approval of Minutes – September 23, 2019 - Larry Simon 1st, Louise Puschel 2nd, all approved.

- (16213) Tower Renovation Project
  - Project Closed except for $1,800 of handrails which need to be installed.

- (19197) Rehab Expansion – $212,694
  - Contract Awarded to Surge Inc.
    - Surge Inc. - $163,894
    - Electrical - $18,850
    - Sheetrock - $9,950
    - Contingency - $20,000
    - Total $212,694
  - Greenhouse in process of being emptied, plants relocated.
  - Verbal approval for the Building Permit received from the Town with permission to proceed.
  - The foundation was inspected and cleared to start construction by architect.

- Pavilion Building-Community Development Block Grant
  - Preliminary application is being developed.
Unexpected (High-cost) expenses

1. Dietary elevator water intrusion
   • Select Elevators - $17,750 – Preferred – better work, longer life span, EPA compliant
     ▪ Structural repair – with water/oil mix sensor.
     ▪ Funded from FY20 General Capital

2. Replacement of Fire doors
   • Result of fire door inspection - DPH/fire code compliance.
   • $18,575

3. Main Water line pressure reducer Valve - Leaking/Poor Condition
   • $17,745 – Direct fit - 8hrs of down time (no-water) to install new valve
   • Other options required more work extending no-water down time.

Note: Projects 2 and 3 to be funded from TNW regular maintenance operational accounts

2020 Capital Projects

- 20207: Tower AC units – $50,000 received approval to order 23 Units
  - One purchased for evaluation - $1,858
  - The rest of the units will be purchased in the spring at this reduced cost

- 20206: Residents Beds – 23 beds delivered and a plan of replacement is in place
  - Evaluating cost and functionality of beds – Low beds
    ▪ Hill-Rom - $2,880
    ▪ Medline - $1,800
    ▪ Basic American - $1,500

- 20211: Interior Painting – reviewed 4yr painting plan RFB to be developed
  - Working with Ferraro Painting to make sure budget matches cost
  - Possibility of not having to go to RFB if Ferraro has a current contract with Town

- 20210: Status review IPC wall protection plan
  - Rooms 43 & 20 scheduled for completion this Tuesday October 22, 2019

- 20213: Pavilion Capital
  - Boiler installation completed.
  - Contacted Red Thread (Carpet vendor) to update quote for carpet replacement.
    (According to notes total cost is $10,000: $5,000 for asbestos abatement and $5,000 for a new carpet.)
20208: Nursing Capital
   - Current Total $50,670
   - Arjo Lifts replacement in process of being ordered.

20212: General Capital – Status review
   - $6,336 – Basement grow room
   - $9,208 – 3rd floor apt upgrade/renovation
     - New total $26,665
     - Pressure reducer valve -$17,745
     - IPC wall Protection - $1,400
     - Projected Balance $7,520

TNW Recommended CIP Requests for FY 21 - $945,000
1. Interior Painting Plan (4yr) - $75,000
2. Nursing Capital - $35,000
3. Tower Room AC unit replacement - $40,000
4. Resident Bed replacement - $45,000
5. General Capital - $85,000
6. Seven Year Furniture Replacement Plan - $75,000
7. Pavilion Capital - $40,000
8. Back flow preventer - $50,000
9. Electrical Panel in Tower Replacement - $500,000

The next Building Committee meeting will be held on Monday November 18th in the TNW Board Room at 4:30 pm.

Respectfully Submitted
Larry Vanterpool
Director of Operations
Nathaniel Witherell SNF
Board of Directors Meeting Minutes
November 18, 2019

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: Allen Brown, Executive Director; Michel Baptiste, Housekeeping/Laundry Supervisor; Evette Bremmer CNA; George Cossifos, Director of Admissions; Rose Forest, Clinic Nurse; Gloria Gonzales, Assistant Director of Nursing; John Liongson, Medical Data Analyst; Slava Manevich, PCC; Linda Marini, Assistant to Executive Director; Elizabeth Mungai, Director of Utilization, Clinical Outcomes & Rehab Services; Scott Neff, FNW Executive Director; Carissa Ronish, Therapeutic Recreation Administrator; Nicole Roselle-Smith, Admission Representative; Justine Vaccaro, Director of Social Work; Larry Vanterpool, Facilities Director; Margaret Wayne, Associate Director of Nursing; Dr. Frank Walsh, Medical Director; Glenn Williams, Director of Financial Operations

Guests: Sharon Shisler, RTM Appointments Committee; Paul Scholtes, Family Council; Ellen Wolfson, Commission on Aging

Mr. Simon opened the meeting at 5:30 PM in the TNW Board Room. He asked each Board member to introduce themselves, including the two newly appointed members, Ms. Suzanne Brown and Mr. Christopher Carter. Mr. Simon also asked the NW staff members in the audience to introduce themselves as well.

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

Dr. Walsh reported that NW administered the flu vaccine to patients and staff this month. There were only a few declinations by residents, and approximately 50% of the staff received the vaccine.
Dr. Walsh reported that we have a very well qualified candidate for APRN. She has been given temporary privileges until her credentials are approved at the next Medical Staff meeting, and subsequently presented to the Board of Directors for their approval.

There has been a new system put in place regarding admission notes. Mr. Liongson created a document with each admission note and the associated person responsible. The responsible individual will be notified of notes not completed.

Dr. Rana, who admits a large number of patients to NW, has temporarily given his admission note responsibility to Dr. Walsh. Dr. Walsh has notified the entire Medical Staff to offer his assistance if needed. Notes have to be completed within 48 hours of admission.

Mr. Brown noted that following discussion with the Town last week, it was verified that the APRN contract did not have to go out to bid. Consequently, Stella Medical Care, the APRN’s employer, has provided us with a contract. Once discussions between TOG legal and the company’s attorneys are complete, a contract will be executed and the APRN can begin providing services.

Review/Approval of Minutes of October 21, 2019

A motion to approve the minutes of October 21, 2019 was made by Ms. Hurst, seconded by Ms. Puschel, and the minutes were approved by a vote of 7-0-2. Ms. Brown and Mr. Carter were appointed to the Board after the October 21, 2019 meeting.

Executive Director’s Report – presented by Allen Brown

US News and World Report - The 2019/20 US News and World Report plaque has been hung in the family room alcove (adjacent to the lobby). Both this year’s and last year’s plaques identify Nathaniel Witherell as “one of the best nursing homes”. The US News insignia is also posted on the home page of Witherell’s web site. This distinction is based on the designation of Witherell’s rehab services as “high performing”, the best rating given by US News. It is a distinction equivalent to CMS’s 5 star rating.

Rate Increases – At last month’s Board meeting, information regarding private room rates was distributed for the board’s review in consideration of 2020 rate increases. Discussion took place during the Chairman’s Discussion.

Mobile Xray Services – Two bids came in in response to an RFP: Patient Care Associates and Mobilex. Patient Care Associates won the bid, and the contract has been executed. Mr. Liongson is working with the company and Matrix Care to assure their systems are in sync. As soon as that step is completed, training can begin.

Retirement – Mr. Brown expressed that it has been his absolute privilege to work with the Board and everyone at Nathaniel Witherell. His retirement is effective at the end December 2019. On behalf of the Board of Directors, Mr. Simon stated that it has been a privilege to
have Mr. Brown here for over 10 year, and he expressed his gratitude to Mr. Brown for all his
efforts. On behalf of the Board, Mr. Kaplan made a motion to thank Mr. Brown for his 10
years of great service to the Town and especially to Nathaniel Witherell and its’ residents. Mr.
Simon seconded the motion. The motion was approved unanimously by the Board, 9-0-0.

Building Committee Report - presented by Louise Puschel

Ms. Puschel reported that the TNW Building Committee met at 4:30 today, and discussion
included the following:

- The Rehab expansion project is underway and has an estimated completion
- Ms. Puschel and Mr. Vanterpool met with Tyler Fairburn to discuss the possibility of
applying for a Community Development Block Grant for much needed projects in the
Pavilion building. It was determined that the grants do not have to be limited to the
Pavilion. In the future the committee may identify projects that directly impact our NW
residents and we could apply for a grant for those as well. Application filing should be
done in February 2020 and the results of those applications should be known in June
2020.
- As explained at the last Board meeting, because of ground water intrusion in the
dietary (kitchen) elevator pit, a sump pump was going to be installed (with an
oil/hydraulic fluid detector). This job has been determined to be more involved
and the cost of this installation has increased from $18K to approximately $26K.
- As a result of the State Survey, and modifications to the fire code, all fire doors
are going to be replaced at a cost of $19K. Proposals have been signed and the
work will be scheduled.
- The pressure reducer valve, tied into the main water line, is leaking, and needs
to be replaced. A first attempt was made last Wednesday, 11/13/19, but needed
to stop because 2 additional valves will need to be replaced. The water shut off
will take longer than expected and the project cost will increase by
approximately $10K.
- An electrical engineer has confirmed the need to replace the main electrical
panel in the Tower; we’ll have a second engineer also evaluate the situation.
- New windows and a new boiler have been installed in the Pavilion building. The
issue of increasing the apartment rental amounts was put on the table for
discussion.

Mr. Simon proposed an increase of 2% to the current Pavilion apartment rental
amounts, effective February 1, 2020, as follows:

<table>
<thead>
<tr>
<th>Unit #</th>
<th>Monthly Rent Effective 2/1/19</th>
<th>Monthly Rent Effective 2/1/20</th>
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<tbody>
<tr>
<td>A</td>
<td>$808.57</td>
<td>$824.74</td>
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<tr>
<td>B</td>
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<tr>
<td>E</td>
<td>$995.55</td>
<td>$1,015.46</td>
</tr>
</tbody>
</table>
The proposal was approved by the Board by a vote of 9-0-0.

Mr. Brown will send a letter during the first week of December notifying the five residents of the increase.

**Marketing – Presented by Suzanne Hogan**

Most of the advertising and activities that took place this past month had to do with the November 7, 2019 luncheon event sponsored by FNW; i.e. the brochure, event program, and display boards.

Some additional publicity took place in terms of press releases on our US News and World Report results. New ads have been created that will be in Greenwich Magazine, Stamford Magazine, and My Senior Center. We are also advertising in the Greenwich Hospital event program.

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

The Harrison Edwards Google Analytics presentation will take place during the FNW January 22, 2020 Board Meeting at 9:00 AM.

Daniel Care, the company NW partnered with to establish Witherell at Home, has been acquired by Care Finders. Daniel Care has not notified Nathaniel Witherell of this sale. Mr. Simon requested that Messrs. Brown and Williams review our contract with Daniel Care.

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

The fall luncheon event held on Thursday, November 7, 2019 at the Greenwich Country Club was a success. It featured New York Times Personal Health columnist, Jane Brody, who spoke on the topic of 'Brain Health & Cultivating a Young Brain'.

The Community Appeal was mailed on November 6, 2019.

**Resident Life – Mr. Omondi absent**

Ms. Ronish announced that the Annual Long-Term Resident and Family Holiday Party will be held on Saturday, December 14th, 2 pm – 4 pm, and includes live music. We do ask for donations from our families to help cover the cost of food and entertainment. Mr. Simon encouraged all Board members to attend.

The NW Volunteer Luncheon will be held on Tuesday, December 10th at 12 noon.
Chairman’s Discussion – presented by Laurence Simon

The Board discussed increasing Private Pay room rates, effective January 1, 2019.

After discussion, Mr. Simon proposed the following Private Pay room rate changes:
Private, Regular - $585, effective January 1, 2020
Private, Dementia - $600, effective January 1, 2020
Semi-Private, Regular - $545, effective January 1, 2020
Semi-Private, Dementia - $565, effective January 1, 2020
The proposal was approved by the Board by a vote of 9-0-0.

Mr. Brown will mail the notification to the Private Pay residents (responsible parties) 30 days prior to January 1, 2020 (before Thanksgiving).

Dr. Patel requested an update on PDPM at the next Board Meeting (January 27, 2020).

Mr. Simon commented that short-term census declined in late October and early November; long-term was 154 out of 156. Our goal continues to increase census on the short-term rehab unit.

A motion to enter Executive Session to discuss personnel matters was made by Mr. Kaplan, and seconded by Ms. Puschel at 6:30 PM.

Mr. Simon thanked everyone for attending and wished everyone a good holiday.

The Executive Session ended at 7:07 PM; the meeting was adjourned at 7:08 PM

Respectfully Submitted,
Linda Marini for Louise Puschel, Board Secretary
November 22, 2019