

June 25, 2014

To: Board of Directors TNH

From: John A. Brennan Administrator TNH

Subject: Board Meeting Minutes June 24, 2014

1. Attending:

Gina Hyde RN

Deacon Alan Thadeu

Joe Martin

Steve Linhares

Pauline Belleville Taylor RN-DNS

Excused Theresa Swartz Chairman

Michelle Mercado Business Office Manager

2. A quorum was present and the meeting was called to order.

3. Minutes of the April 29, 2014 meeting and May 27, 2014 informational meeting were approved.

4. Finances were discussed:

- a. TNH and City cash collection amounts for the period July 2013 to May 2014 did not balance. The difference was \$ 1M which is the difference between TNH cash of \$ 7M versus City cash of \$6M.**
- b. John and Michelle met with Gill Enos and Ann Hebert to review.**
- c. Cash received in July 2013 were posted to FY 2013 in the amount of \$ 958K.**
- d. This led to a Free Cash position of \$ 461K.**
- e. \$ 180K of the Free Cash was used in 2014 for our new furniture.**
- f. Free Cash left as reserve is \$ 280K.**
- g. The Commonwealth has Fiscal Pended our June payments until July.**
- h. July payments will be delayed.**

- i. The CPE for calendar year 2012 should be received in July.
 - j. Impacting cash collections this fiscal year are house liens, collections from families, and Medicaid applications. John and Michelle are working on all accounts. There is no free care at TNH.
 - k. Year to date the general census is up and the Medicare census is down.
 - l. The Commonwealth is funding more home care; this impacts our census.
 - m. Payroll is within acceptable budget parameters on a PPD basis.
 - n. TNH is providing more hospice services than ever before; these residents are short term and do not generally receive therapy services.
 - o. Coding of Medicare patients in hospitals as "Observation Days" prevents some Medicare residents from accessing their Medicare benefits due to the Three Night Stay Regulation.
 - p. COTMA and 1144 salary increases are in place for July 1st.
 - q. The Board instructed John to prepare a letter to the Municipal Council, the Mayor, Gill Enos, Ann Hebert, and the Treasurer to confirm that cash and revenue recognition and posting after the June 30, 2014 end of fiscal year close date will be consistent with the close of FY 2013.
5. John is pursuing the DOE grant for new windows.
 6. John is pursuing the Boudreau Medicaid collection project.
 7. Joe suggested for John to monitor the enactment of the new MEDEX benefit for city retirees; this may decrease our city overhead of health care and pension expense.
 8. The Taunton Garden Club visited and planted on the outside deck.
 9. The Taunton Community Garden is planting and the community garden looks great.
 10. John will issue a purchase order July 1st for parts to the in-ground watering system. Wayne Walkden will install.

11. Shauna O'Connell visited for National Certified Nurse Assistant week and presented a proclamation from the State House in recognition of the hard work our staff does every day. Refreshments were served.
12. Deb Rogers RN from Morton Hospital presented a seminar on MOLST- Medical Orders for Life Sustaining Treatment to our nursing staff and several visitors from other facilities. Deb toured TNH visiting the dining rooms and Rehab Department.
13. John will participate in the regional MassMAP disaster drill on June 27th.
14. John and Pauline met with our lawyers on the pending law suit. The lawyers said our documentation was good in the medical record and they will continue to represent us.
15. The summer BBQ is Saturday August 23rd. The Baha Brothers will be performing.
16. John will price hand rails and bulletin boards for the board's review.
17. The city Building Department is unable to do the electric study we need on the entire building. John will prepare an RFP.
18. John's priority capital project plans for FY 2014 are:
 - a. 101 Electric Beds.
 - b. Before the beds may be added to our electric grid a study must be done to ascertain our total system capacity, room outlets, panels, and generator systems. John does not want to install beds that will disrupt electric services. In the last few years we have added. The City is unable to assist us in the study.
 - c. Repair of the Shed. John will contact BPVT. The Board toured the shed.
 - d. Move of the front entrance sign. Mark Slusarz City Engineer will draw plans. The removal of the front brick box is an issue for traffic safety.
 - e. Ice Machines for 1st and 2nd floor. Pauline did not think the crushed ice-water systems were the best way to go.
 - f. Minor repairs to doors and roofs continue.
19. Michelle Mercado, TNH BoM, graduated from Bridgewater State University with a Bachelor of Science in Business Administration in June 2014. She is interested in completing the Administrator in Training (AIT) program at TNH under the current Administrator. The Board approved

this. The City must approve also. Michelle then applies to the Board of Professional Licensure of the Commonwealth for approval of the AIT. There is a six month preceptor-ship period. The program is six months and includes the major domains of nursing home administration of:

- a. General Administration**
- b. Nursing**
- c. Dietary**
- d. Housekeeping, Maintenance, Laundry**
- e. Social Services & Consultant**
- f. Personnel Management**
- g. Business Office**

20. John suggested we meet in July to ascertain how the numbers came out.

21. The next meeting is July 29, 2014.

22. The meeting was adjourned.