

**September 23, 2015**

**To: Board of Directors TNH**

**From: John A. Brennan Administrator**

**Subject: Board Meeting Minutes September 22, 2015**

**Attending:**

**Theresa Schwartz Chair**

**Gina Hyde RN**

**Deacon Alan Thadeu**

**Joe Martin**

**Steve Linhares**

**Heidi Paquin RN DNS**

**Cathy Saunders LCISW Director of Admissions**

**Michelle Mercado TNH Fiscal Agent A.I.T.**

**Helen Boarman RN SDC**

**Guests**

- 1. The meeting was called to order as a quorum was present.**
- 2. Minutes of the August 11, 2015 meeting were approved.**
- 3. John announced the Medicare Re-Certification process is completed.**
- 4. John noted we received a refund of \$ 1,637.00 from our 2014 Medicare Cost Report. This speaks to its accuracy.**

5. John noted the CPE for 2013 has been filed and should be received soon.
6. John discussed the following capital issues:
  - a. New washer-\$ 7K
  - b. New Door alarms-\$ 5K
  - c. Roof repairs-\$ 4K plus \$ 5k more to be completed before winter
  - d. Replace door and frame to basement; Mr. Martin wants to see quotes.
  - e. John has closed the resident smoking area as we have no more smoking residents. We will not accept any new smokers. John will check with the TFD to ascertain if we may permanently lock the door to the area; if not an alarm will be installed.
7. The Boudreau Recovery continues; we collected an account from 1996.
8. John informed the Board of the city-Kevin Scanlon ADA list; most of it is signs. John will contact the Building Department to see what signs and what vendor they are using.
9. John noted the letter from the MOECD; they are unable to assist TNH with capital grants.
10. John noted the letter from DBS. They are pursuing capital grants on the federal, state, and foundation levels for:
  - a. New windows-\$ 500K
  - b. Electric Beds- \$ 150K
  - c. New nurse call system-\$ 125K
  - d. New HIS-\$ 75k
11. John noted we have two vendor proposals from Point Click Care and AmericanHealthTech. Each is approximately \$ 75K.
12. John noted the TNH insurance policy did not increase.
13. John noted he sent a letter to the BCDA on the collection of five large A/R accounts.
14. Helen Boarman RN SDC discussed flu shots and the process we go through.
15. John will add three department manager presentations to the agenda for future meetings:
  - a. Director of Nurses
  - b. Director of Admissions

**c. Fiscal Agent TNH**

- 16. The Summer BBQ was a great event with TG photo coverage.**
- 17. Candidate Day is scheduled for October 8<sup>th</sup>**
- 18. The Children's Halloween Parade is scheduled for October 22.**
- 19. The Board is invited to appear before the City Council on October 20<sup>th</sup>;  
John will check with the Council President as to the time and agenda.**
- 20. John will invite Mr. Sanders to visit TNH and review our policy and  
procedure manuals.**
- 21. The Board voted to go into Executive Session.**
- 22. The Board reconvened.**
- 23. The next meeting will be October 20<sup>th</sup> before the City council. Time and  
topic to be verified by john.**
- 24. The meeting was adjourned.**