

## **CITY CONVALESCENT HOME BOARD OF DIRECTORS**

### **Open Meeting Minutes**

**May 31, 2023 5:00 P.M.**

### **NRMC Mezzanine**

**Present: Mike Parson, Bill Kohler, Linda Douglas, Louise Lunkenheimer, and Dennis Talley**

1. Meeting called to order by chairperson Mike Parson at 5 PM and declared a quorum present.
2. No conflicts of interest declared
3. Motion to approve the minutes for the 5/17/23 Open Session and the 5/17/23 Executive Session was made by B. Kohler, seconded by L. Lunkenheimer. Motion approved 5-0
4. March financials have some errors so no report given. April financials were not available from Forvis
5. Facility Update given by Crystal Layman.
  - a. Intercompany separation progress--see attached
  - b. Storm Damage update given by insurance agent Nathan Eryart. In the process of obtaining a contractor to provide an estimate. Maintenance working on clearing gutters.
  - c. Census--66 with 2 admissions coming tomorrow. Have 11 Med A and 2 Managed Care. Average census for this month was 69 with 7 deaths
  - d. Other--see attached
6. Surplus items--Purple Wave: City sponsoring surplus sale through Purple Wave in mid June. Board decided to defer listing any items at this time
7. Open discussion:
  - a. D. Talley spoke with insurance rep. about need for Board Director liability as well as potential for MFCC securing own policy for workman's compensation coverage. Nathan Eryart will check into this.
  - b. L. Douglas discussed the need to review resident safety and care as previously reviewed prior to financial priority. Will begin looking at quality measures reports again next month.
8. Adjournment to Executive session in accordance with RSMo Section 610.021, Subparagraphs (2) & (3) made at 5:58 pm by L. Douglas, seconded by B. Kohler. Motion carried by vote 5-0
9. Returned to Open Session at 7:15. Motion for adjournment of session made at 7:16 by B. Kohler, seconded by L. Douglas. Motion carried by vote of 5-0

Respectfully Submitted,

Linda Douglas, Board Secretary

## **Board Agenda: Administrator Talking Points**

## May 31<sup>st</sup>, 2023

1. Trying to find a Contractor for damage from the storm had 2 come out but no one has given an estimate like asked.
2. Will continue to call and get contractors to come out until I can get one to give me an estimate
3. I have picked up some small Dietary items the plan is for Bryan and Robert to go pick up coolers and refrigerators on Friday the 2<sup>nd</sup>. They will also pick up our shelving and etc. for the kitchen downstairs.
4. Maintenance and Housekeeping have cleaned the basement out and got it ready for the dietary department to move down.
5. We have been interviewing cooks and plan to finish hiring by the 2<sup>nd</sup>.
6. New IT has been here this week and will finish the separation on Friday.
7. Carleta has given her 2-week notice and is leaving MFCC. We have been interviewing for her position. Her last day is the 9<sup>th</sup> We have hired her replacement
8. Raises will start July 1<sup>st</sup>.
9. We are getting ready to celebrate CNA Week to celebrate our great CNAs
10. Census is 66 with 2 coming in tomorrow. We have 11 Med A and 2 Managed Care which is 13 altogether AWESOME!!!!!!!!!!!! Average Census 69  
7 deaths
11. Our Census has been up and down because we have done a lot of rehab patients and hospice respite residents but both these pay well