



Public Health
Prevent. Promote. Protect.

BOND COUNTY BOARD OF HEALTH

Minutes of Meeting

February 27, 2017

Those physically in attendance:

Members: D. Bolen
T. Dawdy
W. Ahern
S. Lang
D. Lippert
T. Hall
H. Elmore
J. Kirkham

Others: S. Eifert, Administrator
S. Hediger, Administrative Assistant
M. Marti, Director of Finance
K. Jones, Dental Office Manager
M. Rensing, HFI Director
T. Everett, Emergency Director
J. Derrick, Home Health Director
B. Mueller, Hospice Director

Members Absent:

M. McCullough
A. Oestreich
D. Korte

D. Bolen called the meeting to order at 6:33 p.m.

Home Health and Hospice Advisory Committee Reports

J. Derrick, presented the Home Health Program Annual Evaluation and Overview activity to the Board. J. Derrick stated Medicare has started Pre-Claim Review. So far Illinois is the only state to implement it. J. Derrick stated this is a lengthy process and has slowed the billing down. Sometimes you have to appeal 5-6 times before approval. To date, no appeals have been denied, it just holds up the money. J. Derrick stated they have switched from Allscripts to Kinnser. Kinnser is a web based program in real time that the nurses are able to access anywhere. From the 85 patient surveys mailed out, we received a 61% respond rate and a 5 out of 5 rating. We continue to see patients from all 5 counties, with the biggest percent coming from Bond County. Several types of Quality assessments are used which include a physician survey and the mandated HHCAHPS (Home Health Care Consumer Assessment of Healthcare Providers and Systems). Complete factors are provided in detail with the annual report

Professional Advisory Committee Review of Agency's Hospice Program, Policies and Procedures

B. Mueller presented the Hospice Annual Review and Evaluation to the Board. B. Mueller stated they had the best year in the last 10 years. Hospice had 85 admissions this year with 79 deaths. Income for FY16 was \$656,000 with \$528,000 income for FY15. B. Mueller provided graphs to show the comparisons and the numbers climbing. 98% of referrals were from Medicare. B. Mueller stated she is really proud and excited of the pastoral team of 9. The satisfaction surveys had no negative comments. 100% of the surveys returned stated they would use our services again in the future, along with laudatory comments like "Excellent in every way," "Awesome care from amazing staff!! I could not have had better care," and "They were like angels." B. Mueller said she is extremely proud of her staff and the program. Complete factors are provided in detail with the annual report.

D. Bolen asked for a motion to approve the Professional Advisory Committee Reports of Agency's Home Health & Hospice program. J. Kirkham moved to approve the Home Health & Hospice reports as submitted. W. Ahern seconded the motion, which passed unanimously.

Minutes of January 23, 2016

D. Bolen asked for a motion to accept the minutes with corrections. T. Hall moved to accept the minutes with corrections. D. Lippert seconded the motion, which passed unanimously.

Approval of January Activity Reports

S. Eifert highlighted several items in the January activity report. S. Eifert stated Home Health billed \$56,000, and has received \$39,000 in income. Hospice billed \$51,000 and has received \$43,600 in income. S. Eifert stated he can't say anything negative about these programs. Mental Health's cancel/fail rate is excellent compared to other behavioral health facilities. The Dental Clinic is still struggling with \$34,000 billed and \$35,000 expenses. S. Eifert stated he has talked with Amanda Minor who has a very productive clinic and is willing to come and help us out. D. Bolen asked for a motion to approve the January activity reports. W. Ahern moved to approve the January activity reports as submitted. T. Hall seconded the motion, which passed unanimously.

Approval of January Financial Reports

S. Eifert highlighted the finances during January. S. Eifert stated nursing and general's income was \$134,862 with \$175,068 in expenses. The only out of ordinary, is the salary paid out to the retired employee. Mental Health's income was \$40,692 with \$52,295 in expenses. Hospice income was \$43,599 with \$38,800 in expenses. S. Eifert stated we currently have three grants that have paid nothing at this point. S. Eifert provided a cash available comparison report for each fund. This will give a visual where we were and where we are at now. D. Bolen asked for a motion to approve the January financial reports. T. Hall moved to approve the January 2017 financial reports as submitted. W. Ahern seconded the motion, which passed unanimously.

Old Business

New Business

Resolution Regarding Purchase Cards

S. Eifert stated we have closed out all the credit card accounts. We have got 3 comparisons for purchase cards from three different banks. These will be used when staff travel, postage, and a few vendors. Bradford Bank has been good to the Health Department in the past years. D. Bolen asked for a motion to approve using Bradford National Bank for the purchase credit cards, four cards under one account with a total combined credit limit of \$10,000, see attached list for names. Sean Eifert & Melissa Marti will be authorized to obtain information on the account. S. Lang moved to approve Bradford National Bank for the purchase cards. D. Lippert seconded the motion, with T. Dawdy abstaining.

Signatories

S. Eifert recommended an addendum to the policy, that two people be required to sign the credit card accounts. D. Bolen asked for a motion to approve the Addendum to the Signatory Policy. S. Lang moved to approve the Addendum to the Signatory Policy. W. Ahern seconded the motion, which passed unanimously.

Other

Next Board of Health Meeting

The next Board meeting will be March 20, 2017

At 8:08 p.m. D. Bolen asked for a motion to go into closed session to discuss 5 ILCS 120/2 (c) (1) T. Hall moved to go into closed session. J. Kirkham seconded the motion to go into closed session, which passed unanimously.

At 8:19 p.m. D. Bolen asked for a motion to adjourn the closed session and go into open session. H. Elmore moved to adjourn the closed session and go into open session. T. Dawdy seconded the motion, which passed unanimously.

At 8:21 p.m. D. Bolen asked for a motion to adjourn the meeting. H. Elmore moved to adjourn. T. Dawdy seconded the motion, which was passed unanimously.

T. Hall, D.O.
Secretary