

Sunny Acres Nursing Home & Countryside Estates
Advisory Board Meeting Minutes
October 1, 2024

Meeting Facilitator: Trish Carpenter, Administrator

Chairperson: Tim Hurie

Secretary: Angie Fletcher

Attendees: Advisory Board Members, County Commissioners, Heritage Operations Group (Regional Director et al) and Administrator

- I. Call to Order
- II. Approval of August 27, 2024 Meeting Minutes – approved
 - a. September 24th meeting was postponed to Oct. 1st
- III. Countryside Update – Tracy Suehring
 - a. 19 units are occupied
 - b. 2 Efficiency units open
 - c. Several tours have taken place
- IV. Administrative Report – Catherine McDowell/Patricia Carpenter
 - a. Census Review –
 - Current census – 85 (as of October 1st)
 - September Admission/Discharges – 11 Admits/10 Discharges
 - b. Two surveys conducted in September
 - c. Open Positions
 - Maintenance position
 - Seasonal Landscaping
 - Housekeeping
 - Dietary Aide
 - Cook – Sunny Acres FT / Countryside PT
 - Nursing Positions:
 - 7a-3p – 1 FT, 1 PT
 - 3p-11p – 1 FT
 - 11p-7a – 1 FT
 - CNAs:
 - 6a-2p – 1 FT, 1PT
 - 2p-10p – 2 FT, 2 PT
 - 10p-6a – 1 PT
 - d. Census Development/Marketing & Activity for October
 - Outdoor Movie
 - Trick or Treat Event
- V. Old Business Review –
 - a. Sign removed from Sunny Acres – replacement in process
 - b. Storage Shed – completed; shelving is being added for storage; prep in place to move items into new shed. Bob shared quotes for roof and wrap for old shed
 - c. Approval granted for purchase of new lifts for facility – 5 Sit to Stand, 4 Hoyer
 - d. Approval granted to move forward with the removal of Call light system at Countryside

VI. New Business Discussion -

a. Bob Haerr –

- Presented update on 2025 capital plan & 2024 spending
- Plans are underway to replace the Network – discussion tabled until October 29th meeting
- Bathroom update started, then move to dining room. Dining Room remodel is planned in the future.
- Kitchen Improvement Needs – Discussion & walk through completed
 - Approval given to replace the following equipment:
 - ❖ Dishwasher, Robo Coupe, Camduction System (plate warmer)

b. Countryside Estates –

- Rate change letter approved for distribution.
 - Studio/Efficiency - \$1,495
 - One Bedroom - \$2,075
 - Effective dates -
 - ❖ New residents - October 1, 2024
 - ❖ Current residents – January 1, 2025

VII. Financial Review – Catherine McDowell

- a. Operational Performance – Gross margin for August = 14%
- b. Staffing Pattern Report – 4 hires; 3 terminations

VIII. Next Meeting October 29th

IX. Adjournment