MAYOR
DAVID R. MARTIN

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CITY OF STAMFORD, CONNECTICUT

Smith House Skilled Nursing Facility
Board of Director's Meeting
Stamford Government Center
Thursday, September 18, 2014
8 A.M.

Board Members Present: Sharon Bradley, Moira Colangelo, Mary Fedeli, Anne Fountain, Michael Handler, Dorothy Mueller, Larry (Chuck Pace), Christopher Tasik, Dr. Henry Yoon

Member(s) Absent: Sal Gabriele, Ted Jankowski, Michael Pansini, Vito Quivelli

Other Attendees: Marty Levine, Robert Mislow, Robert Robitaille, David Yanik (joined at 8:36 AM)

1. Call to order by Chairperson, Christopher Tasik at 8:06 a.m.

2. Approval of July 31, 2014 Meeting minutes – Minutes were approved as presented.

3. **Chairman's Report –** Mr. Pace is working on the Foundation Open House is looking for assistance. There are some family members of patients/residents that have expressed interest in assisting with the Foundation.

4. **Executive Director's Report -** Mr. Mislow reported on the continuing difficulties with the APRN contract with possible negative impact on patient care. Smith House has not had an APRN on-site since May 2014. Mr. Mislow reported that potential APRN Company, Physician's Alliance of Connecticut, had issues with the City insurance requirements. Ms. Bradley stated the City was not unreasonable asking for a 5M/10M split.

   RN Care Manager – This position has been created from a realignment of an existing Head Nurse position.

   Director of Nurses – The incumbent s retired 7/12/2014. Even though she gave a one year notice, the City does not allow for advertising or hiring overlapping of positions. As a result, the vital position is still open. Discussion ensued regarding the difficulties of attracting personnel with enough experience in a skilled nursing facility.

   Electronic Medial Record – The RFP's will be closed by September 24, 2014. The City IT Department will handle questions from vendors and the Smith House Medical Committee will review all responses.

Mr. Mislow reported that Smith House has maintained a four start Medicare rating.

Remedy Tracking System – Using the system, it was identified that Stamford Hospital referrals decreased. Two issues were cited: 1) Lack of dialysis capabilities at Smith House, Mr. Mislow explained that no one has in-house dialysis, but that a local provider of dialysis(Devita) in Stamford controls dialysis in greater Fairfield County. A possible contract with Devita was discussed; 2) lack of a contract with United Healthcare.

Mr. Mislow reported that United Healthcare was not looking to expand its network to include Smith House.

5. **Committee Reports -**

Marketing – Odonnell Company was awarded the contract and was selected to develop a marketing plan, with a budget of $50k - $80k per year. The contract is in the City channels for signature.

Medical Committee – Remedy Bundling Project, Smith House has incorporated use of the spreadsheet for every patient. Communications have been good with Remedy and Ms. Bradley reported Remedy speaks highly of Smith House and Mr. Mislow.

Leeching Fields – A complaint had been filed with the City Health Department regarding a bad odor surrounding the leeching fields shared by Smith House and Scofield Manor. Maintenance will address with assistance from the City Operations Department.

Hospice Proposal Review - The committee met with Ted Jankowski regarding the possibility of hospice care at Smith House. Grant funds will be available in October 2014 which would support the creation of an inpatient type hospice center. Mr. Mislow projected that a 10 bed Hospice unit could produce 2.9 million in revenue vs. the 2.7 million revenue provided by the current 30 bed SNF bed unit. Net revenue for the Hospice unit would be higher and the services are needed in the community.

Financial Update – Mr. Mislow recognized Mr. Robataille and the Smith House Finance staff for their excellent work on cash flow goals. Mr. Robataille shared the monthly financial statements with the Board. Ms. Fedeli suggested when 2014 YTD financials are finalized and audited Smith House representatives should present the outcomes to the Board of Representatives Fiscal Committee. Doing this would help the Board more fully understand the operations and financial requirements needed to support Smith House.

Mr. Robataille reported that the Medicare and Medicaid Cost Reports were in the process of being prepared in an effort to file them by 12/2014.

Meeting adjourned at 9:34 AM

Respectfully submitted by

Moira T. Colangelo
Secretary