



**CITY OF STAMFORD, CONNECTICUT**

**City of Stamford Smith House Board of Directors Meeting  
December 20, 2013**

**Board Members present:** Christopher Tasik, Susan Bradley, Chuck Pace, Michael Pansini, Maria Mallozzi, Sal Gabriele

**Board members absent:** Anne Fountain, Michael Handler, Vito Quivelli, Dr. Henry Yoon

**Other:** Robert Mislow, Executive Director, Robert Robitaille, Director of Finance

1. Call to Order by Chairman Christopher Tasik at 8:05 a.m.
2. Approval of minutes of November 17, 2013. Mr. Gabriele abstained.

**3. Chairman's Report**

Mr. Tasik will be inviting the Board of Finance and the Board of Representatives, along with members of the media, to tour Smith House in January. Mr. Tasik requested that Smith House Board members spend more time at Smith House Health Care Center.

Meetings for next year will have to be rescheduled from Tuesdays. Currently planning for 2<sup>nd</sup> Wednesday of the month at 8:00am mostly at the Government Center (8) and some at SHHCC (4).

**4. Executive Director Report**

A recent meeting with Ryan Atwood, Director of Managed Care for Stamford Hospital and 2 members from Remedy. Remedy is the group working with Stamford Hospital to develop protocols for 24 DRGs and are looking for preferred partners in the community, which would allow interaction and managed care from the beginning. It is still voluntary for the patient. It would be no change in our billing or tracking but would provide the opportunity for more Medicare A and Managed Medicare patients. Approximately 1150 people are proposed for the Hospital's program. There is incentive for the Hospital to better manage the care of this group for a period of 90 days from admission to discharge under the Affordable Care Act. However, they do look for preferred partners to meet certain criteria. Using the same model, SHHCC is in good position to qualify but is missing a major technical piece. There is a more case management model focus needed. The Hospital is starting with 4 preferred providers this year but will eventually reduce to 2 by the second year, so it is very important SHHCC gets involved the first year and has a strong start. The goal is to reduce cost of the 90 days of care. The length of stay will need to be brought down and studies will need to be done on investments needed for improvements. Our strength is the variety and different types of services that we offer along with 38 private rooms.

The Board discussed this proposal and all agreed that in order to win this business it is vital that Smith House invest in the upgraded computer equipment and software that it has been proposing for the past two years. Several members noted that this upgrade would not only enhance this increased revenue opportunity but is expected to increase revenue and efficiency across the business.

A motion was made to enter into Executive Session to review status of 1199 arbitration. A motion was made to return out of Executive Session to continue the remainder of the meeting.

## **5. Committee Reports**

### **Marketing:**

A monthly plan is being created for a marketing event that will be aligned with social media content. This will include highlights on the Patch and It's Relevant that cover employee spotlights and events going on at SHHCC. There will be 3 bigger events requiring sub committees to complete. 50 Years of Caring event to be held in September if possible. Touch a Truck events will also be scheduled for a Saturday in April. There will also be a focus on updating Facebook and Twitter. We will make an effort to include members of the media in requests for Board of Finance and Board of Representatives visits.

### **Operations:**

Wires have been run throughout the building for wireless access but the nodes have not been purchased yet. There are 30 wireless nodes that need to be purchased with an estimated cost of \$1,000 per node. Facility updates on building maintenance & safety. Steve Montello, President of Stamford R.E., will be joining the Board in January as a non-voting Board member to help on facility issues due to his experience in managing large buildings. The safety assessment was done by Stamford Police and some high priorities are access to the building, front door access, and closed circuit TV's. Wireless service is also a priority. Lighting has been updated in front and back parking lots but can use more lighting on the sign and front of building. These needs have been reviewed with the Capital Planning board.

### **Medical:**

The group is in progress of reviewing the Center's policies & procedures as well as updating job duties and responsibilities. Any changes to formal job descriptions would need to the Nurses Union and then for review with the position committee. Dr. Yoon is working to have a hospitalist from Stamford Hospital become an attending physician at SHHCC.

### **Finance:**

The Annual Report of Long term Care and the Medicare Cost report will be ready to file on time. November collections were down due to 1 less billable day and contract billers' illness and scheduled vacation. Run rates are consistent. YTD forecast is \$2.3MM loss verses \$3M budgeted. A majority of the cost is in wages and benefits.

### **Foundation:**

Mr. Gabriele has agreed to assist in the search for a Foundation Chairman and has some candidates that he is ready to approach. The Foundation plans to meet in early 2014 to develop a strategic plan for the year. The Foundation structure will be reviewed and a PayPal account will be setup to receive donations.

## **7. Other Business:**

Committees are requested to meet more frequently and to hold the meetings at Smith House Health Care Center.

Meeting adjourned at 9:40 a.m.

Respectfully submitted,  
Maria Mallozzi, Secretary