



CITY OF STAMFORD, CONNECTICUT

**City of Stamford Smith House Board of Directors Meeting
March 12, 2014**

Board Members: Christopher Tasik, Chuck Pace, Maria Mallozzi, Sal Gabriele, Anne Fountain, Moira Colangelo, Vito Quivelli, Michael Handler, Dr. Henry Yoon, Sharon Bradley, Ted Jankowski

Other: Robert Mislow, Executive Director, Robert Robitaille, Director of Finance, Dave Yanik, City Controller, Amy LiVolsi, Assistant Corporation Counsel

1. Call to Order by Chairman Christopher Tasik at 8:05 a.m.
2. Approval of January/ February Board meeting minutes

3. Chairman's Report

Status of Funding Requests – Highest priority of Emergency Medical Reporting system added to Capital budget, due to billing for Medicaid and Medicare and to help in process to become a preferred partner with Stamford Hospital. This was also added to the IT portion. \$400K allocated to Bonding. Interior patient resident redesign \$147K. Replacement for City wide equipment (Bus) entered for short term financing.

Foundation Open House - Open House is planned for April 26th from 3 -5pm and encourage all to attend. This is to reactivate the Smith House Foundation and encourage people and donations. Invitations to be sent in next few weeks. Music will be looked into if either of the High Schools have groups that could play at that time. A meeting is planned to review potential Foundation candidates on 3/14 at 10am.

Music & Memory Program – 24 iPods, a laptop, and \$600 iTunes gift cards donated for the program. The program has shown tremendous results. A request for members and friends can donate more iPods or headphones. This is a National program, and SHHCC is the only certified Music & Memory in CT. The Unit was established 15 years ago and this can help highlight its benefits.

4. Executive Director Report

Medicare/ Medicaid Cost Report Update – Report was submitted with a request to rebut the actual cost calculation that caused a reduction, but request was withdrawn since costs are so high above. Medicare was submitted earlier in the month and pending situation with affidavits signed by Director Jankowski, Executive Director Mislow, and Director Fountain were submitted to HP listed with last 4 digits of SS#, but are requesting full number which HR has replied of City letterhead.

Board of Finance Presentation Summary - The budget presentation will be made March 31 at 6:30pm highlighting the accomplishments of 2013 and current critical needs. It will be about 5 Power Point slides of the standard template and then backup slides as needed. A request was made that all Board members attend.

Others – WSHU ran a 4.5 minute radio spot on Smith House relative to Medicaid reimbursement and yearly supplement from City. Highlighted were interviews with Director Mislow, Executive Director of Nathaniel Witherell, Union spokesperson, and speaker representing the State, stating the need to shift business practices to other areas rather than just providing long term care.

Policy & Procedure Update - Patient/Resident/Assessment/MDS Coordinator updated job description sent that were a comprehensive listing purchased from the Heaton manual MedPass that are standardized in industry. Director Jankowski to work with HR to help with new job description format. A review is also planned with Risk Manager of legal admission documents and documents given to families on admission as suggested by Iron Horse liability insurance provider. A committee is being put together for HIPAA revision and ICD10 codes that will be changing on October 1 on billing that will be formulated in the new computer system.

5. Committee Reports

Marketing:

The RFP for Marketing Management Services was posted to the City and a mandatory walk through was held on March 4. This was attended by 7 companies and questions were submitted on March 11. The final proposal is due 4/3 at 4:30pm. Executive Director Mislow is joining The Volunteer Center and will attend monthly meetings with Stamford corporations looking to donate and connect with projects. Senior Services and the Over 60 Club are interested in working together when we hold events.

Operations:

The security system is being looked into, in the meantime the Police Department will do patrols. Proposals are coming in for replacement of flooring. A component of this is the renovation of the Garden Room into a rehab center for short term unit. This hopes to be started by mid-April.

Medical:

The committee did not meet this month. Dr. Yoon has reached out to Stamford Hospital and discussions on affordable care act initiatives and bundled payments program where SHHCC has expressed interest to align their goals. They are still in early stages of developing criteria for specific vendors. Norwalk Hospital are not presently pursuing an ACA model. Request for a Hospitalist to be 1 of the 2 preferred providers, which will need a case management model and average length of stay less than 20 days. There is no financial stipend to participate Medicare census would increase. Discussions could include that as another member of Stamford we should remind how much money Stamford provides the hospital.

Finance:

Only cash lag report available. February and January collections were down slightly due to extended activities need to collect Medicare payments due to documentation. Received payment yesterday from Medicare that was higher than run rate of \$632K that is not included in the report and will be in March report, but \$135K of that is for prior to February, almost \$38K goes to June 2013. Projected shortfall of \$600K is consistent with industry standard of 4.5% reserve for allowances that is now in the budget. Clean claims 90% in following period, but have been able to recover about \$1.3MM from Premiere time.

6. Executive Session:

Executive session was called at 8:45am by Director Tasik to discuss pending claims and litigation. Returned to regular session at 9:00am. (Robert Mislow, Robert Robitaille, Dave Yanik, and Amy LiVolsi did not attend executive session)

7. Other Business:

Discussion on moving the meetings to 3rd Thursday either in Republican Caucus Room or Board of Finance Room at The Government Center to allow for Financials to be available for review. A request is made for no food or drink in the room.

Director Mallozzi removed name for consideration for re-appointment to the Board. Next meeting a new Secretary will be assigned.

Director Colangelo was welcomed as a new member of the Board and has been sworn in. FOI training conducted after meeting closed.

Next meeting time and location to be sent out once finalized.

Meeting adjourned at 9:05 a.m.

Respectfully submitted,

Maria Mallozzi, Secretary