

NEHALEM BAY HEALTH DISTRICT

Wheeler Care Center LLC Report to the Board

BOARD MEETING

December 3, 2020 7:00 pm

Location: Internet Zoom meeting

The meeting of the Wheeler Care Center LLC was called to order by Chairman, Marc Johnson at 7:02 pm.

Attendance by Zoom:

Board: Marc Johnson, Tom Mock, Lynda Chick, Barbara Edwardson, Debbie Moberly

CEO: Jeff Slamal

Care Center: Kim Topazio, Mark Remley, Debra Padgett

Members of the Public: Gerald Wineinger, Dianne Bloom, Pam Zielinski

Kim: 1. Operational Scorecard is attached: The average number of residents for the past month was 27.25. Over the last several months the census has held stable. There were two terminations of employees. One NA left because driving distance was too far and the Maintenance person resigned. A new Maintenance person was hire and one NA.

2. Financial statements attached. Items of note: There is an attempt to reduce the use of Agency personnel. Debbie offered herself to look at financials in the context of trends, comparisons year to year, etc. Kim and Debbie will work together to get that accomplished. Marc noted that seeing the bigger, long-term picture is helpful in averting a crisis.

3. COVID update: There are no cases within the facility of residents or staff. Family visits have been put on hold due to the recent shut down. The administration is working toward in-person visits inside the building, however no activation date has been established. Weekly testing is happening for staff and residents. An electrostatic sprayer unit has been purchased that, when used, provides a clean environment of any interior space that needs to be cleaned prior to use. Debra reported that there is sufficient PPE, however an occasional shortage of gloves has been noted. A quick trip to Amazon solves that issue. All staff personnel are using masks and face shields. All new residents are quarantined for 14 days. Marc noted that the Health Advisory Committee recommends erring on the side of caution when it comes to protecting the vulnerable population. Tom asked about the coming vaccine and how it will be administered. Health care workers are priority. Debbie asked if the facility could operate in an even tighter control than the guidelines set out by the Governor. Kim responded that the Care Center needs

to follow that guidance for family visits and if there is a question about health of a family member it's allowable to restrict that person from visits when appropriate. All visitation rooms must be ready before opening up. The Board will support any action if tighter restrictions become necessary. Lynda noted that she perceives that the skilled and long term care facilities are demonstrating very extreme caution as opposed to her experience in the hospital setting. She feels the State is doing a good job on issuing restrictions.

Staffing: Three positions are open: Charge Nurse, Med Aide and C N A. Recruitment remains a weekly focus. "Indeed", a virtual recruiter, is being utilized.

PPP Loan Status: The process is not an easy one to navigate. The PPP loan amount was \$359,400. \$234,000 has been used for payroll, rent, health insurance and utilities as prescribed. \$124,000 remains. There was also a stimulus received in the amount of \$250,000, none of which has been expended. The PPP loan amount is being administered through a separate bank account. The stimulus amount is in the general fund account. Accurate records are being kept so when the process of requesting forgiveness of the loan begins the records will be easy to navigate. The staff has been stable throughout the COVID term and no staff has left because of COVID. All of the PPP loan dollars must be spent before the end of the year. Bonuses and hazard pay will be expended. It will be computed using hours worked as the basis to determine each individual's end-of-year bonus. Marc asked that the bonuses be generous and suggested that a letter of appreciation from the Board should be included.

Debora reported that a new maintenance person has been hired. He comes with good experience. His name is Ralph and lives in Tillamook.

The meeting was adjourned at 7:45 pm.

Next meeting is January 7, 2021 at 7:00 pm.

Respectfully submitted,

Jennie Meyers, Recording Clerk