

GRAFTON COUNTY COMMISSIONERS' BUDGET MEETING

3855 Dartmouth College Highway

North Haverhill, NH 03774

March 28th, 2019

PRESENT: Commissioners Lauer, Piper and Morris, County Administrator Libby and Administrative Assistant Norcross

OTHERS PRESENT: Nursing Home Administrator Labore, Finance Manager Jurentkuff, Social Services Consultant – Elaine Guenet

Commissioner Lauer called the meeting to order at 9:00am and began with the Pledge of Allegiance.

Nursing Home – Administrator Labore & Finance Manager Jurentkuff

Revenue

NHA Labore stated that they are projecting a census of 126. In the current fiscal year they budgeted 129 but they have been running lower than that.

Private Pay – The Nursing Home is projecting a daily census of 28 as well as a \$10/day increase in pay. Currently the cost is \$305/day for private and \$285/day for semi private. The new cost will be \$315/day for private and \$295/day for semi private. This will yield an additional \$98,000 in revenue.

Medicaid – NHA Labore stated they are projecting a census of 91 and also proposing a \$4 increase which will be an additional \$65,000 in revenue.

NHA Labore noted that they are budgeting for one (1) veteran contract and an average Medicare census of five (5)

NHA Labore stated that they are projecting \$13.8 million in revenue or 6% increase in revenue over last year's numbers. CA Libby stated that she has a different percentage in the increase in revenue. FM Jurentkuff stated that she would have to go back and look at her numbers to see where the difference is coming from.

Expenses

NH Admin

NHA Labore noted that they are proposing an increase in shift differentials. The increases in all of the salary lines will include these new rates as well as regular step increases.

Employee Immunizations – NHA Labore explained that they have broken this line item out from the Employee Benefits line to better help track costs.

Equipment Lease/Rental – The Kia lease is going to end this year and they do not intend to buy the lease out. NHA Labore stated that they anticipate getting into a new lease in a newer vehicle and he has budgeted for that.

Dietary

The increase in the salary line is in part due to the proposed increase in shift differentials.

NHA Labore stated that in the Food Service line the Commissioners will see a new position and that is for a training manager. The goal is to solidify the training within the department specifically on the evening shift which is made up of a lot of high school students. The salary would be proposed at \$38,000. There will be no benefits in this position as it will be a position through their Food Services Provider, CURA.

Nursing

Wages – Nursing Admin – NHA Labore stated that this line item has two (2) new unit manager positions. The increase is \$131,290.00 in salary expense and an additional proposed \$30,220 in health insurance.

NHA Labore explained that the Director of Nursing (DON) needs additional management level support in order to effectively perform DON job duties. Today, the DON spends the vast majority of her time following-up on resident-related questions and issues and is not able to act as the leader of the department.

As evidenced by recent state survey results, there is no quality of care concerns within the nursing department; however, there are opportunities to improve the culture within the Department, improving teamwork, communication and collaboration between shifts. The Unit Manager structure would allow the DON to function as more of a leader of the Department, working on the opportunities to improve the department culture, while the Unit Managers will ensure the proper operation of their assigned units throughout their shifts. Unit Managers will be responsible for ensuring staff maintain care of residents in compliance with established care plans; address issues through follow-up investigation or resolution of questions stemming from the daily morning report meeting; investigation of resident complaints; ensure proper staffing and work with the staffing coordinator to address staffing needs during for the day; work with the Staff Development Director to provide on-unit education and identify educational opportunities for the staff on their assigned units; serve as a point of contact for family inquiries about their loved one.

NHA Labore noted that this structure was in place in 2015-2016, however they removed the positions, due to not being able to fill one of them after a former RN stepped down from her Unit Manager position. He stated that at that time he made the decision it was more important for the DON to have the Assistant DON position filled, as she was becoming overwhelmed with the workload.

Wages – LNA – NHA Labore noted that there is roughly an \$114,000 increase due to shift differentials.

Tier Program Proposal – NHA Labore handed out the breakdown of each tier and what the requirements would be to move up to the next tier. He explained that each one of the tiers has a higher level of responsibility and he feels like this will help morale of the nursing home as it would give the LNAs something to work towards. When an employee moves up to the next tier they also get an increase in their salary as well. He has added \$104,000 to this line item for this program. Commissioner Lauer asked NHA Labore if they have discussed classification differences on the LNA badges to show what tiers the LNAs are in. NHA Labore stated that they had not discussed that but thought it was a great idea.

Wages – LPNs – NHA Labore noted that this line has a \$25,700 increase for shift differentials.

Loan Forgiveness – NHA Labore noted that this is the program the Commissioners discussed and approved last month to pay off 60% of student loan debt in exchange for a two (2) year commitment.

Education & Conference – NHA Labore stated that they proposing to have the Director of Nursing to attend the National Association of Directors of Nursing Administration national conference in FY20. This line has the \$500 registration fee. He noted that the airfare and hotel is in their travel line.

Resident Supplies- Chargeable Wound Supplies – NHA Labore noted that these costs are being broken out of the Chargeable line to see how much they are spending. They are not requesting additional money.

Restorative Nursing

Rehab Equipment Lease – NHA Labore stated that three (3) years ago they had leased rehab equipment through ACP leasing company. They cancelled the program four (4) months in due to losing the one (1) staff member who was able to use this equipment and bill for it. He explained that they now have multiple staff members that are capable of handling this equipment and billing for it, therefore they are looking to implement the program again. The ability of this equipment to help with pain management is very important.

Pharmacy & Physician

RX – Charged to Residents – This line item was broken out from another line to better help with cost reporting. It is not a new expense.

Contract Services

Pharmacy Consultant – NHA Labore stated that the agreement with the pharmacy consultant has not been updated since 2009. With the increase in this line item there is a savings on the medication cost of about \$1,200 a month which helps to offset this increase.

Therapy & Rehab – This increase is due to the increased Medicare A census.

Contract Physician – NHA Labore stated that he is proposing a \$7,500 increase this year. He was unable to get it last year. He stated that this is the last year with Dr. Wilmont and \$65,000 will not attract a new physician.

Contract Equine Therapy – NHA Labore stated that last summer/fall they had a therapy horse that came to visit the residents. There were five (5) residents that had tremendous response to it. This cost was in another line but they want to break it out this year into its own line.

NHA Labore stated that there is a \$1,299,103 increase or 7.28% increase in their expense budget.

Commissioner Piper stated that it looks like the majority of the increase in this budget is to help increase morale. NHA Labore stated not to forget about the increase in revenue that will help offset some of the increases in expenses. He feels it is not wasteful spending; it is targeted to help issues within the nursing home.

Social Services – Elaine Guenet

E. Guenet stated that this was a great process. She heard great appreciation from the agencies for the funding from Grafton County. E. Guenet reviewed her proposed funding report of all the social service agencies with the Commissioners and answered questions. The total request for funding for FY20 was \$592,498.00 and E. Guenet's recommended total funding based on her visits with each agency is \$540,348.00.

CA Libby submitted the Woodsville Water & Light Right to Know letter for the Commissioners to sign.

CA Libby handed out the budget comparison spreadsheet to the Commissioners. She stated that as of right now there is a \$2.6 million increase and \$1.4 million of that is salary and benefits. She noted that this does not include a COLA.

12:45 PM With no further business the meeting adjourned.

Respectfully Submitted,



Marcia Morris,
Clerk