



AGENDA

BOARD OF TRUSTEES MEETING

JULY 11, 2024

- APPROVAL OF JUNE 2024 MINUTES
- RECOGNITIONS/PRESENTATIONS
- NURSING REPORT
- HUMAN RESOURCES REPORT
- FINANCIAL REPORT
- ADMINISTRATORS REPORT
- BOARD APPROVALS/SIGNATURE REQUESTS

Pleasant Valley Manor, Inc.
Board of Trustees Meeting

BOARD OF TRUSTEES
 Sharon Laverdure, President
 John Christy, Commissioner
 David Parker, Commissioner
 Robert Shebelsky, Treasurer
 Dr. Peter Casale, Board Member

BOARD OF TRUSTEES MEETING MINUTES

June 6, 2024

<u>Attendees:</u>	Present	Absent
Sharon Laverdure, President	✓	
John Christy, Commissioner	✓	
David Parker, Commissioner	✓	
Robert Shebelsky, Treasurer	✓	
Dr. Peter Casale, Board Member	✓	
Lynne Ahner, DON		✓
Anna Cardillo, ADON		✓
Christopher Bozakis, Director of Human Resources	✓	
Gloria Mariano, Director of Finance	✓	
Drew Lutton, Nursing Home Administrator	✓	
<u>Visitors</u>		
Allyson Hornbaker, R.K.L		
Emerson Eckrote, R.K.L		

Pleasant Valley Manor

June 6, 2024 Board Meeting Minutes

The meeting was called to order at 8:38 AM by Pleasant Valley Manor Board President Sharon Laverdure.

Approval of Meeting Minutes

Mrs. Laverdure requested a motion to approve the May 2, 2024 PVM Board minutes. The motion to approve was moved by Commissioner David Parker and seconded by Commissioner John Christy. There was an all in favor and the motion carried.

Recognitions/Presentations

Allyson Hornbaker (Partner) and Emerson Eckrote (Manager) presented the results of the 2023 Audit:

--Unmodified Audit Opinion

--No significant, unusual transactions or unrecorded audit differences

--Deficiency of revenue over expenses totaled \$5,249,993

--Net revenue from operations totaled \$7,441,819

--Operating expenses totaled \$14,806,185 / average cost per resident day of \$509.53

--Charity care totaled \$5,811,926

Nursing Report

Drew Lutton, presented the nursing report.

Drew reported that there were six reportable incidents for the month of April.

There were a total of nineteen falls. There were no falls with injuries for the month of April.

There were fifteen facility acquired infections for the month of April.

There was a total of four newly acquired pressure ulcers for the month of April. All four newly acquired pressure ulcers were long stay.

Human Resources Report

Chris Bozakakis, Director of Human Resources presented the human resources report.

There were three new medical workers comp claims filed for the month of April. There were no lost time days for the month of April.

Chris reported there were a total of sixty-six applicants for the month of April. There were ten interviews, nine job offers, and eight new hires started for the month of April. There were seven separations for the month of April and a turnover rate of 5.8%.

Financial Report

Gloria Mariano, provided an overview of the April financials.

Gloria reported that our overall census was 93 days above what we budgeted for the month. Our occupancy rate was 50.6% for the month of April.

Gloria reported that for the month of April total revenues were \$1,220,247 and total expenses were \$1,299,911 with a negative net income of \$79,664.

Administrators Report / Operations Initiatives

Drew Lutton, presented the Administrators report.

Drew reported on Wednesday, May 30th a surveyor from the Scranton field office visited PVM to investigate several complaints and reportable incidents.

Drew reported on April 22nd PVM was notified by CMS that their fourth quarter Payroll Based Journal submission was being audited by the CMS sub-contractor Conrad and Myers and Stauffer. PVM submitted all requested information.

Drew reported for the month of April and May PVM had no COVID positives cases.

Drew reported PVM will re-establishing their Volunteer Program.

PVM on site facility appraisal performed in 2021 by Industrial Appraisal Company was updated in March 2024. This re-evaluation confirms that PVM insurance coverage's are appropriate.

Motion to Adjourn

Board President Sharon Laverdure requested a motion to adjourn the board meeting at 9:30 AM. The motion was moved by Commissioner John Christy, and was seconded by Board Member Dr. Peter Casale. There was an all in favor and the motion carried.

Executive Session

An executive session was convened at 9:30 AM and was adjourned at 9:48 AM.