



JO DAVIESS COUNTY HEALTH DEPARTMENT
9483 US RT. 20 WEST □ P. O. BOX 318 □ GALENA, ILLINOIS 61036 □ (815) 777-1040

Home Health Care
Advisory Committee Meeting Minutes
Date: Thursday, May 28, 2015

CALL TO ORDER: Matt Gullone, President of the Home Health Care Advisory Committee, called the meeting to order at 6:30 p.m. at the Jo Daviess County Health Department Conference Room

ROLL CALL

MEMBERS PRESENT: Matt Gullone, Linda Nobis, Joann Robinson, Mary Hesselbacher, Nancy Grebner, Ron Lubcke

MEMBERS NOT PRESENT:

STAFF PRESENT: Elizabeth Kane, Lori Stangl, Marcia Christ, Chris Ludescher

OTHERS PRESENT: Rose Marie Steuart

AGENDA ITEMS:

1. **MINUTES APPROVAL:** Linda Nobis made a motion to approve the minutes from the February 4, 2015 committee meeting. Seconded by Joann Robinson. Motion carried.
2. **CITIZENS' COMMENTS:** None
3. **UNFINISHED BUSINESS:** None
4. **NEW BUSINESS:**
 - a) **Introduction of Elizabeth Kane, Public Health Administrator;** Lori Stangl introduced Elizabeth to the Advisory Committee members. Elizabeth stated she has 17 years of Long Term Care experience; that she feels Home Health Care services are very important and is excited to be here.
 - b) **Discussion and possible action concerning Committee Member Terms:** Marcia stated that Sandy Schadler had resigned at the end of her term on May 22, 2015. She asked committee members to please contact her if they knew of

someone to represent the East Dubuque and/or the Elizabeth area, that may be interested in becoming a member.

- c) **Discussion concerning the summary of the annual HHC Advisory Committee Member evaluations:** Members received and reviewed the report compiled from the five out of seven committee members that had returned their annual agency evaluations. There were no comments or concerns.
- d) **Discussion and possible action regarding HHC program and staffing:** Marcia informed committee members that 2 full-time nurses recently resigned to pursue other job opportunities, leaving the agency with one full-time nurse Coordinator and one part-time nurse, to manage the entire program. She explained how this is affecting the number of patient referrals that can be accepted and the decrease in revenue. Marcia informed committee members that the Board of Health had approved a wage increase for registered nurses in order to offer a more competitive wage, and to retain the current nursing staff. She noted that for the past 6 weeks, advertising had been placed on the county website and in several area newspapers, only to receive two applications. She noted that one of the applicants was scheduled to be interviewed. Marcia also stated that advertisements were posted for several other local healthcare agencies, trying to fill nursing positions, and that there have been reports of a nurses shortage in the state of Illinois.
- e) **Discussion concerning Medicare mandatory payment adjustments:** Information was reviewed summarizing the finalized CMS payment cuts to Home Health Care agencies. Marcia explained that the 2% sequestered amount has been extended until March 31, 2016. That Medicare payment to providers will be reduced 0.3% in 2015, the reduction is part of a 4 year phase in lowering payment rates due to the Patient Protection and Affordable Care Act. The National Association for Homecare & Hospice calculated the reductions over 4 years at 14% and said that more than half of agencies will be paid less than the cost of care by 2017.
- f) **Discussion concerning HHC promotions and Education:** Marcia explained to members that Katie Meusel, Homecare Coordinator, has been meeting with local physicians, case managers, and other staff at Midwest Medical Center, Medical Associates, and Mercy Hospital; reviewing Medicare changes and the face to face encounter required documentation. Marcia stated that Katie plans to also meet with local groups and agencies, promoting the services our homecare agency has to offer.
- g) **Discussion concerning updates on HHC Face to Face Encounter requirements.** Marcia explained that Medicare is still in the finalizing stage of physician template options for the Face-to Face encounter. That CMS claims that the most common error is insufficient documentation of clinical findings by the physician/non physician practitioner, not showing specific reasons for skilled home health care services and the patients homebound status..

- h) Discussion concerning reminder of Committee Member Open Meetings Act Training requirements:** There was discussion concerning the Open Meetings Act electronic training requirements for appointed committee members. Lori Stangl and Ron Lubcke stated they would get clarification for committee members on whether the training is required only once by a member, or for each appointed term.
- i) Discussion concerning the review of HHC Policies and Procedures:** will be tabled until the November 3, 2015 meeting.

5. REPORTS:

- a) Discussion concerning the 2014 Medicare Cost Report:**
Richard Peelo, Medicare Cost Accountant, reported that; following the computation of costs and revenue, the agency is doing well, showing a small profit for FY2014 and that no Medicare dollars are owed.
- b) Discussion concerning HHC Revenue/Expenditures Budget Comparison:**
The HHC Revenue/Expenditures Comparison to Budget Reports through the month of March was reviewed. Marcia explained the period totals and the estimations for April. No comments or concerns by members
- c.) Discussion concerning HHC Visit Totals:** No comments or concerns.
- d.) Discussion concerning CMS Home Health Provider Star Rating Report:**
The CMS Provider Star Rating report was reviewed by members. Marcia explained that the report is based on Oasis and claims data collected from 2014, showing an overall 3 star rating for our agency. No comments or concerns.
- e.) Discussion concerning Public Health Quarterly Report:** No comments.

6. COMMITTEE MEMBER CONCERNS: None

7. CITIZEN COMMENTS: None

8. CLOSED SESSION: None

9. SCHEDULE OF NEXT MEETING: The next meeting is the joint meeting with the Board of Health, scheduled Wednesday, August 5, 2015 at 7:00 PM,

10. Meeting adjourned at 7:05 P.M. following a motion made by Mary Hesselbacher and seconded by Nancy Grebner, motion carried.