

**CLATSOP CARE HEALTH DISTRICT
BOARD OF DIRECTOR'S MEETING
September 14th, 2021
Regular Meeting Minutes**

I. CALL TO ORDER

Linda Crandell called the meeting to order at 05:00 pm via Zoom meeting.

Roll call: present = P excused = E absent = A

Board Members		Management	
Linda Crandell	P	Mark Remley Aidan Health Services	P
Mike Aho	P	Clarissa Barrick Administrator CCHR	P
Paul Radu	E	Launa DeGiusti Administrator CRV	P
Mary Nauha	E	Hannah Olson Administrator CCMC	P
Melissa Watson	P	Debi Martin IHC Director	P
Chuck Meyer	P	Michael Martin Marketing Director	P
Megan Lampson	P	Mike Kerwin CTO	P
		Kimberly Sornson Aidan Health Services	P
		Other staff	
		Melissa Schacher	P
		Members of the public	
		None	

II. CONSENT AGENDA

- A. Agenda approval. Linda Crandell requested that Wage scale adjustment be added to the agenda as an action item.

Mike Aho made a motion to approve, Megan Lampson seconded. All said aye to approve.

- B. Approval of August 3rd and August 17th meeting minutes.

Megan Lampson made a motion to approve, Melissa Watson seconded. All said aye to approve.

III. PUBLIC COMMENT This is an opportunity for anyone to give a 3-minute presentation about any item on the agenda OR any topic of board concern that is not on the agenda.

There were no public comments.

IV. ADMINISTRATION REPORTS

- A. Clarissa Barrick provided an update on Clatsop Care Health and Rehabilitation. Please see her report for details.

Clarissa Barrick commented. The census at the Care Center is 27. 19 residents are long term, and 8 residents are skilled.

- B. Launa DeGiusti provided an update on Clatsop Retirement Village. Please see her report for details.

Launa DeGiusti commented. Census is 58. There are ongoing issues with the plumbing with pipes failing and leaking in different parts of the building.

Mike Aho asked. Where are the new plumbing leaks originating?

Launa DeGiusti commented. In one apartment the faucet was leaking. The water was turned off with the shut off valve underneath. When it was turned back on, the PVC pipe broke off and water ran everywhere which affected 3 apartments. There have been other similar issues elsewhere in the building.

Launa DeGiusti stated. There are problems with the elevators as well. The elevator service tech from KONE replaced the control chip for \$7000.00. After getting the elevators working again, he stated that both elevators are outdated and need to be upgraded to continue to be serviced.

Mike Aho asked. Is the elevator company the same one that services the Care Center?

Clarissa Barrick confirmed KONE is the company that services the elevators at the care center, and they have provided good service.

Mark Remley will be looking into this issue regarding both the plumbing and the elevator at the village.

- C. Hannah Olson provided an update on Clatsop Care Memory Community.

Hannah Olson commented. Census is 25. The covid-19 executive order has been lifted. A letter is being sent out to notify families that visitation will be allowed again. This will be based on the percentage of covid-19 infections in the county. A new activities director has been hired. Construction is ongoing at the property next to the facility. Hannah expressed concern that the dump trucks driving too fast through the memory care parking lot.

Mark Remley will get the contractors contact information for Hannah and will get in touch with the landlord Steve Olstedt regarding this issue.

- D. Debi Martin provided an update on In home care. Please see her report for details.

- E. Michael Martin, update for marketing department activity. Please see his report for details.
- F. Mark Remley provided an update on Clatsop Care Health District. Please see his report for details.

Mark Remley commented. The property development is in full swing adjacent to the memory care building. With Channon Larson's passing, Mark thanked Kim Topazio who has really stepped up regarding overseeing the Memory Care and Clatsop Retirement Village facility operations.

- G. Mark Remley Financial report. Please see his report for details.

Mark Remley commented. This is the first month of Point Click Care financials go live. Melissa Schacher and Meredith Johnson are to be commended for all their efforts regarding this project. Mark is scheduling a meeting with Moss Adams to discuss Employee Retention Tax Credits. This is to be prepared in the event that the IRS states that the District does not qualify for the program because it is a Government municipality. If the IRS denies the ERTC an appeal will be filed.

V. ACTION ITEMS

- A. Wage scale adjustment.

Mark Remley commented. If as of October 1st staff at Clatsop Memory Care, Clatsop Retirement Village and In Home Care have a minimum wage of \$15.00 per hour there will be a 10% Medicaid rate revenue increase. For skilled nursing Clatsop Care, if CNA staff minimum wage is \$17.00 per hour there will be a 4% Medicaid rate revenue increase. Based on the July financials this will equate to additional revenue of \$20,000.00 per month. The cost to raise the minimum wage for these staff members equals \$4500.00 per month. So, there is a balance of \$15,000.00 per month is available if this wage scale is adopted as of October 1st.

Mike Aho asked. Does this include taxes?

Mark Remley commented. No this would be just payroll. About 10% would be added on for taxes.

Mike Aho stated. I'd like to see the entire \$20,000.00 per month used to increase the wages for staff wages.

Linda Crandell cautioned. The Medicaid rate increase is not guaranteed, and this wage change needs to be accomplished by October 1st. Linda recommends proceeding with this wage adjustment now and then discussing this subject more when reviewing the next budget cycle.

Mike Aho has been reviewing the numbers. With this Medicaid revenue increase, a \$500.00 dollar retention bonus to say thank you for sticking with us, could be given to all employees every 6 months and this would be revenue neutral.

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Melissa Watson commented. The \$500.00 retention bonus is a good idea. Melissa asked, what about the \$600.00 bonus to full time staff received at the end of this month. Has this had a positive impact?

Mark Remley commented. It is too early to know what effect that bonus had for staff.

Chuck Meyer commented. This bonus is something staff can look forward to in a positive way. However, what if the program needs to be discontinued sometime in the future?

Megan Lampson commented. What about looking into providing a good retirement plan with an employer match?

Linda Crandell asked for a motion.

Mike Aho made a motion to approve the wage scale adjustment. Megan Lampson seconded. Melissa Watson voted aye, Megan Lampson voted aye, Chuck Meyer voted aye, Mike Aho voted aye, Linda Crandell voted aye. Motion carries to approve resolution 2022-2 Wage Scale Adjustment, Certified Nursing Assistants and Caregiver staff.

VI. DISCUSSION

A. Work session update

Linda Crandell commented. With all the things going on in the community with covid-19 and the passing of Channon Larson. Linda recommends that the meeting be moved to the month of November.

B. QAPI update "Quality Assurance (QA) and Performance Improvement (PI)"

Megan Lampson commented. The meeting was held on August 25th. The topic was focusing on the Pinnacle satisfaction survey. <https://pinnacleqi.com/customer-satisfaction> The survey return is 1-3 per month. Communication has improved from 4.07 over 12 months to 4.25 in the last 3 months. There is a staff member at the front desk now at the care center. She will be following up with discharges. 1-2 weeks post op. On admission, residents and family are being asked how they would prefer to be communicated with. Covid-19 has limited activities. There is a new activity director who will be ramping up participation of residents in the activity program. The admission process and how to improve that will be the next QAPI meeting topic of discussion.

VII. BOARD NOTATIONS CLOSING COMMENTS

Chuck Meyer commented that it is sad that some visitors are not following the masking and social distancing protocol which puts everyone at risk. The staff are doing a great job.

Melissa Watson gave her condolences to Mark Remley at the loss of Channon Larson, one of the managers at Aidan Health Services.

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Mark Remley thanked her.


Megan Lampson. It must have been hard at the memory care during the covid-19 outbreak. Megan Lampson commended Hannah Olson for her and her staff working hard and pushing through the challenge.

Mike Aho, reflecting on the last 18 months. It seemed like things were going well and the light was at the end of the tunnel was getting brighter and then the door slammed. Mike commended staff and managers working during this difficult time. He looks forward to working on important projects like employee benefits, the future of the Health District and get back to normal business for Clatsop Care Health District.

Linda Crandell commented. Channon Larson will be missed; he was very smart and worked hard for Aidan Health Services and the District.

VIII. ADJOURNMENT

Chuck Meyer made a motion to adjourn. The meeting was adjourned at 5:49PM


Chair

12-8-21
Date

Secretary

Date

Minutes recorded by Mike Kerwin CTO

Memo to: Mark Remley, CEO
from: Clarissa Barrick, Administrator
Date: 09/28/21
Re: August Board Report Narrative

During the month of August, we had 6 admissions, 5 of which were skilled, and one was hospice ICF. We had an average of 24 residents in August, with an average of 4.83 skilled. Our ability to admit residents in the first half of the month was affected by the executive order due to the COVID positive resident and staff. In addition, we saw a decrease in the number of referrals in August that we had seen in previous months. Many hospitals had put a pause on elective surgeries, affecting the number of skilled referrals we received.

Agency Staffing

We are currently utilizing two full time agency CNA's and one on-call agency CNA. We have eliminated all agency nursing as of 9/21/21. Nurses represent the greatest agency cost, at about 90% more than our staff nursing costs per hour. We will see this greatly impact the October agency cost for the better. We were able to make this shift with the training of one of our staff as a Certified Medication Aide and onboarding four new Certified Nursing Assistants in the last two months. We currently have another of our staff CNA's training as a Certified Medication Aide.

RN Clinicals

We're excited to be hosting the first-year Registered Nurse students from Clatsop Community College this October for their first clinical experience. We have a long history of hosting CCC students at the Care Center, and we look forward to having the RN students back after a year-long break with COVID. We're grateful to continue the partnership with CCC Nursing Department and assist in growing strong nurses for our community!

COVID Update

Due to a high county positivity rate for the past 6 weeks, we have not been able to host any visitation inside of the building. I'm hopeful that in the coming weeks, we will see a drop in transmission rate in Clatsop County, and we can move forward with visitation in the building once again.

We are currently working with Consonus Pharmacy to offer all eligible staff and residents the COVID booster shot within the coming weeks. We currently have 87% of staff fully vaccinated, with an additional number of staff working toward full vaccination. 88% of residents are fully vaccinated.

Respectfully,

Clarissa Barrick
Administrator

Clatsop Retirement Village October 5, 2021 Board Report

Census: Our census is currently 57 residents and 54 apartments. We have 39 PP and 18 MCD residents.

Admissions/Discharges: Last month we had two discharges, one private pay went to Clatsop Care Center and the other Medicaid resident went to another Memory Care facility.

Operations/Staffing: Staff were very appreciative of the bonuses they received and wish to extend their gratitude to the board. On a less positive note, our staffing shortage is dire, we currently have 11 open positions to fill and are receiving very few applications. Our Resident Services Coordinator is currently picking up several Caregiving shifts weekly in addition to her own work to cover staffing shortages, other staff are working frequent doubles. We have reduced shift coverage to spread out staff and avoid shifts with no coverage. Our last three Health Services hires lasted only a one or two shifts and quit.

Healthcare: We have moved back visitations to scheduled and supervised indoor visits. In October we are planning to administer flu vaccines to both residents and staff and are working with Consonus to set-up a date for the third dose (booster shot) of the Pfizer COVID Vaccine.

Maintenance: Our maintenance staff have been working to turn over apartments. We are struggling to find a contractor that has the time to come fix our drywall damages from the past two flooding incidents (in August and September). We are still waiting for our carpet order to arrive and schedule installation (for numerous vacant rooms).

Respectfully submitted,

Launa DeGiusti

Clatsop Care Memory Community Board Report

October 2021

Census 25

- 17 private pay and 8 Medicaid
- Six private rooms are open
- One Medicaid (female) bed open.

Staffing and Training

- Lynn McGrath our Salon Stylist has chosen not to return due to the vaccine mandate.
- Shantell Mason RN consultant from Aidan continues to help support our nursing needs.
- Hired Char Moor for our new Activities Director.
- Hired 4 new caregivers. One is returning Staff.
- Two Staff resigned in September.
- With Staff increasing we will start to schedule assessments for new residents.

Operations/Life Enrichment Programming

- Covid-19: Weekly testing continues for Staff and Residents that are not vaccinated and have not had covid within the last 90 days.
- Outside volunteers will not be starting back up this month. Possibly next month. Seaside Strummers has called and would like to preform as soon as conditions allow.
- Activities are now being done by Char Moor. She has started doing the bus rides again, and Residents are so happy.

Special Projects

- Construction continues across the road and fence. Land has been cleared and gravel laid. Semi-trucks have been driving in and out.
- For Point Click Care/Point Of Care charting, Larry, Mike K. and I have discussed building a room out of west side nurses station. This is to be able to have computers out without fear of Residents tampering with them.

Sincerely,

Hannah Olson

Administrator

Board Report

Clatsop Care in Home Services

August 2021

Clients: At the time of this report, we have a census of 47 clients. Only 2 of these clients are on an *as needed* basis. The rest are actively using our services. Of our current clients, 27 are Companion care, and 20 are at Non-certified Caregiver services level. We are not providing medications services to any clients at this time.

One client is a VA contract. Two clients are covered by long term care insurance. We currently have three clients through Providence Elder Place, 8 are Medicaid, and the remaining clients are private pay. 25 of our current clients are in Astoria, 10 are in Seaside/Gearhart area, 4 are in Warrenton/Hammond area, 3 in Knappa/Svenson area and we have 5 clients in Cannon Beach. Currently we have no clients in Westport.

We currently have two clients receiving Hospice Services.

Employees: We currently have 20 employees, including myself. 14 of these caregivers are full time, 12 of these full-time caregivers are also receiving full benefits. The rest are, by choice, part time with 20-25 hours per week. I will be losing one full time caregiver in October due to the vaccine mandate.

Accidents/Incidents: We have had no accidents or incidents this month.

General: Total hours for August ended with 1704. I feel those hours are down due to not being able to provide services when caregivers are sick, quarantined or exposed.

August was kind of a blur as I missed the first two weeks due to having COVID myself. I had another full time caregiver that also contracted it. Neither myself or the caregiver required hospitalization, probably due to both of us being fully vaccinated. All of the caregivers are grateful for the quarantine pay that is provided by the District.

We have been receiving inquiries as to whether or not we can care for post COVID patients. We can, if enough time has passed and if they are medically stable. We have provided services for one so far. It was temporary and it went well. Post COVID elders often require high amounts of oxygen for a while when coming home but the physicians have been exceptional in working with me to help educate families as well as the caregivers.

I expect that as things settle down now, my numbers will go up. We are now taking on more clients and the waiting list is shrinking.

The caregivers so very much appreciated the bonuses. I am grateful for their dedication.

Respectfully,
Debi Martin

Marketing & Communications Board Report 09-29-21

- Went live with Applicant Pro on all positions. Have sent out user names for each administrator and they need to activate their passwords for access. Training to follow for each administrator in the next two weeks. We have already received about 20 applications in the first week. This platform allows us to have a centralized job posting platform that reaches multiple job boards including Indeed, CareerBuilder, ZipRecruiter, Facebook Jobs and many more. It also will provide key analytics about each position, how long to fill and which channels are working best at what cost. This should relieve the duty from most administrators from having to do recruitment advertising and free up some time.
- Now that the Application Pro platform is launched, I will be working on other channel ads and campaigns like display, print, on-line, streaming and broadcast ad campaigns to cover each of the entities driving both candidates for open positions, census and general marketing for each brand. Have renegotiated rates with each media partner so that we can centralize our ad creatives, campaigns and billing to reduce costs and gain effectiveness.
- Worked on setting up a notification system for emergencies, announcements, updates, COVID information for staff, residents and their family and contacts. This system allows us to do texts, emails and voice calls to anyone in the system. We have tested it at CCHR and it works great.
- Continue to add content to myClatsopCare.org for internal communications.
- Working on a new newsletter. Have template and working on content development for each of the entities.
- Have been going through the Relias training modules related to Marketing & Communications.
- Have three quotes for transitioning our web site so that we control all aspects of the content without requiring a web master to do the work. This will help with adding pages as need, additional content, updates for communicating to the public important information as well as our current positions open.
- Developing an update to our social media policy for staff and employees to prevent them from posting content that has not gone through proper channels.
- Developing Privacy, confidentiality, opt-in policies for website, social media and email.
- I got checked out on the bus and can now work with activities to do bus rides for residents.

CLATSOP CARE CENTER HEALTH DISTRICT
CEO BOARD REPORT
10/5/21

Another month and we predominantly continue to speak of COVID. At this point, we are seeing the portal open for Phase 4 of the provider relief funds. At this point in time we still do not have any way of knowing the dollars that are going to come in from this. It is taking in information going back to 2019, and they will also be looking at whether you are an Urban or Rural setting as part of the calculation. As soon as we hear what this will look like we will pass it on.

However, when the announcement of Phase 4 came out, it also came with how they calculated Phase 3. So we're a little behind there. These dollars are intended to assist providers in all aspects of operations, as many continue to feel the pinch of COVID; whether that is related to supply costs increasing, staffing costs increasing, and in many cases revenue decreasing. Converting over to Point Click Care continues to be a work in progress. The financial side is where we will need to continue to tweak the information to get what we're really wanting the final product to look like. I appreciate everyone's tireless efforts on this. This is a big project in regular times, and this is not what we're currently dealing with. So a big thank you to all that has made this happen both on the financial side as well as the health services side.

Staffing appears to be most difficult at CRV at this time. We've seen a little easing overall with traffic, but not enough. Mike Martin has certainly been a catalyst in this area in trying different avenues of recruiting. It just takes the consistent focus, and you hope the folks that walk in the door find the job rewarding and stay a while.

The HHS portal is ready to take in the information for the initial funds received. This too was a big project with many hands in it. This will be a longer process as funds will continue to be paid out. We did bounce these numbers off Moss Adams to assure what we were doing was an accurate reflection of where the money was spent.

The bonus's received wonderful feedback, and if we continue to see funds coming our way through the provider relief funds that may be another item we look at yet again. The folks here are dedicated, but like everyone else, but when you continue to wonder when will we get back to business as usual, that's hard to continue to stay motivated. We just need to keep thinking about who we are in charge of caring for. Through all the ups and downs through the last 18 months, we have gotten through this together. With people picking up shift after shift, and others putting on multiple hats.

Respectfully,

Mark Remley

Clatsop Care Health District
Statement of Net Position
As of August 31, 2021

	DISTRICT	CCC	CCMC	IHC	CRV	LLC	ELIMINATIONS	CONSOLIDATED
CURRENT ASSETS								
Cash and cash equivalents	\$2,694,467	\$186,402	\$85,392	\$72,541	\$73,678	\$335,078		\$3,447,558
Restricted funds held in escrow	-	-	-	-	-	16,544		16,544
Receivables:								
Resident receivables, net uncollectible amounts	-	587,079	29,502	75,221	61,497	-		753,299
Tax revenue	101,000	-	-	-	-	-		101,000
Other receivables	-	5,307	98	-	11	-		5,416
Resident funds held in trust	-	5,749	7,776	-	2,205	-		15,730
Due from other funds	301,684	3,533,556	145,581	231,250	560,022	-	(4,772,093)	-
Prepaid expenses	46,151	-	-	-	-	32,259		78,410
Total current assets	3,143,302	4,318,093	268,349	379,012	697,413	383,881		4,417,957
LONG TERM ASSETS								
Restricted funds held in escrow	-	-	-	-	-	136,922		136,922
CAPITAL ASSETS								
Capital assets not being depreciated:								
Land	-	40,150	-	-	-	219,000		259,150
Construction in progress	-	-	-	-	-	-		-
Capital assets, net of accumulated depreciation:								
Land improvements	-	50,840	213	-	-	14,392		65,445
Buildings	-	473,175	-	-	-	3,222,839		3,696,014
Building improvements	-	389,704	65,525	-	42,859	1,436,763		1,934,851
Moveable equipment	-	69,820	69,288	-	88,900	-		228,008
Vehicle	-	35,278	-	-	-	-		35,278
Total capital assets, net	-	1,058,967	135,026	-	131,759	4,892,994		6,218,746
Property under capital lease, net of accumulated amortization	-	-	5,956,743	-	-	-		5,956,743
Total Assets	\$3,143,302	\$5,377,060	\$6,360,118	\$379,012	\$829,172	\$5,413,797		\$16,730,368

Clatsop Care Health District
Statement of Net Position
As of August 31, 2021

	DISTRICT	CCC	CCMC	IHC	CRV	LLC	ELIMINATIONS	CONSOLIDATED
CURRENT LIABILITIES								
Accounts payable	\$71,327	\$122,675	\$27,928	\$52	\$56,369	\$0		\$278,351
Accrued liabilities	65,948	42,374	-	-	617	-		108,939
Accrued salaries and employee benefits	(28)	249,298	366	147	556	-		250,339
Other payroll liability	2,925	29,550	16,189	7,294	23,401	-		79,359
Accrued interest	-	-	173	-	-	13,148		13,321
Compensated absences	15,533	90,322	35,377	23,192	63,741	-		228,165
Resident funds held in trust	-	5,749	7,776	-	2,205	-		15,730
Due to other funds	765,222	1,389,544	1,541,196	323,850	729,773	22,508	(4,772,093)	-
Deferred revenue	-	168,973	-	-	-	-		168,973
Current portion of obligations under capital leases	-	-	179,929	-	-	-		179,929
Current maturities of long-term debt	-	-	22,724	-	-	-		204,700
Total current liabilities	920,927	2,098,485	1,831,658	354,535	876,662	217,632		1,527,806
LONG-TERM DEBT, NET OF CURRENT MATURITIES								
Obligations under capital leases	-	-	6,917,743	-	-	-		6,917,743
Long-term debt	1,246,999	-	81,638	-	-	5,315,544		6,644,181
Total liabilities	2,167,926	2,098,485	8,831,039	354,535	876,662	5,533,176		15,089,730
NET POSITION								
Net investment in capital assets	-	1,058,967	(1,110,438)	-	131,759	(604,526)		(524,238)
Restricted	92,613	-	-	-	-	153,466		246,079
Unrestricted	882,763	2,219,608	(1,360,483)	24,477	(179,249)	331,681		1,918,797
Total net position	975,376	3,278,575	(2,470,921)	24,477	(47,490)	(119,379)		1,640,638
Total liabilities and net position	\$3,143,302	\$5,377,060	\$6,360,118	\$379,012	\$829,172	\$5,413,797		\$16,730,368

Clatsop Care Health District
Statement of Revenues, Expenditures, and Changes in Net Position
For the Two Months Ended August 31, 2021

	DISTRICT	CCC	CCMC	IHC	CRV	LLC	ELIMINATIONS	CONSOLIDATED
Revenues								
Charges for services								
Medicare A	\$0	\$167,340	\$0	\$0	\$0	\$0		\$167,340
Medicare B	-	6,317	-	-	-	-		6,317
Medicare C	-	21,484	-	-	-	-		21,484
Private	-	57,960	282,800	-	344,184	-		684,944
Medicaid	-	400,705	79,127	-	122,770	-		602,602
Elderplace	-	-	23,580	-	11,956	-		35,536
In-Home Care	-	-	-	108,431	-	-		108,431
Taxes								
Property Taxes	24,735	-	-	-	-	-		24,735
Timber Taxes	9,932	-	-	-	-	-		9,932
Misc Taxes	76,000	-	-	-	-	-		76,000
Rent Revenue	-	-	-	-	-	88,914	(88,914)	-
HHS Provider Relief Funds	-	-	-	-	-	-		-
Investment income	2,290	7	-	-	1	31		2,329
Donations	-	-	-	-	-	-		-
Miscellaneous revenue	-	260	264	39	727	-		1,290
Total Revenues	112,957	654,073	385,771	108,470	479,638	88,945		1,740,940
Expenditures								
Health services								
Personnel services	-	231,616	123,204	96,257	172,538	-		623,615
Materials and supplies	-	182,867	10,697	10,507	2,077	-		206,148
Therapy								
Materials and supplies	-	38,485	-	-	-	-		38,485
Administration								
Personnel services	36,378	-	-	-	-	-		36,378
Materials and supplies	37,774	-	-	-	-	-		37,774
Facility administration								
Personnel services	-	31,838	24,018	-	29,527	-		85,383
Materials and supplies	-	56,367	34,596	-	133,699	12,628	(88,914)	148,376
Management Fee	-	39,228	23,130	6,506	28,734	-		97,598
Management Travel	-	2,140	143	-	19	-		2,302
Debt Service	-	-	58,937	-	-	26,332		85,269
Capital outlay	-	-	-	-	-	-		-
Maintenance Services								
Personnel services	-	13,774	8,547	-	18,602	-		40,923
Materials and supplies	-	7,843	3,564	-	23,728	-		35,135
Laundry/housekeeping								
Personnel services	-	32,039	-	-	-	-		32,039
Materials and supplies	-	4,699	-	-	-	-		4,699
Activities								
Personnel services	-	9,803	(6)	-	11,153	-		20,950
Materials and supplies	-	740	99	-	1,233	-		2,072
Dietary								
Personnel services	-	46,504	36,531	-	70,634	-		153,669
Materials and supplies	-	13,560	15,552	-	38,569	-		67,681
Social services								
Personnel services	-	10,833	-	-	-	-		10,833
Materials and supplies	-	-	-	-	-	-		-
Depreciation	-	16,220	3,814	-	3,624	39,474		63,132
Amortization	-	-	52,715	-	-	-		52,715
Total Expenditures	74,152	738,556	395,541	113,270	534,137	78,434		1,845,176
Excess (deficiency) of revenues over expenditures	38,805	(84,483)	(9,770)	(4,800)	(54,499)	10,511		(104,236)
Other Financing Sources (Uses)								
Transfers in	-	-	4,176	-	-	14,635		18,811
Transfers out	(18,811)	-	-	-	-	-		(18,811)
Total Other Financing Sources (Uses)	(18,811)	-	4,176	-	-	14,635		-
Changes in Net Position	\$19,994	(\$84,483)	(\$5,594)	(\$4,800)	(\$54,499)	\$25,146		(\$104,236)

Clatsop Care Health District
Statement of Revenues, Expenditures, and Changes in Net Position
For the Month Ended August 31, 2021

	DISTRICT	CCC	CCMC	IHC	CRV	LLC	ELIMINATIONS	CONSOLIDATED
Revenues								
Charges for services								
Medicare A	\$0	\$81,927	\$0	\$0	\$0	\$0		\$81,927
Medicare B	-	3,110	-	-	-	-		3,110
Medicare C	-	4,940	-	-	-	-		4,940
Private	-	22,320	137,143	-	175,173	-		334,636
Medicaid	-	203,559	38,384	-	60,033	-		301,976
Elderplace	-	-	10,038	-	3,703	-		13,741
In-Home Care	-	-	-	51,597	-	-		51,597
Taxes								
Property Taxes	17,072	-	-	-	-	-		17,072
Local Option Taxes	38,000	-	-	-	-	-		38,000
Timber Taxes	3,019	-	-	-	-	-		3,019
Rent Revenue	-	-	-	-	-	44,457	(44,457)	-
HHS Provider Relief Funds	-	-	-	-	-	-		-
Investment income	1,105	4	-	-	-	15		1,124
Donations	-	-	-	-	-	-		-
Miscellaneous revenue	-	-	-	26	50	-		76
Total Revenues	59,196	315,860	185,565	51,623	238,959	44,472		851,218
Expenditures								
Health services								
Personnel services	-	118,765	56,809	45,634	88,256	-		309,464
Materials and supplies	-	80,693	8,843	5,231	1,808	-		96,575
Therapy								
Materials and supplies	-	20,640	-	-	-	-		20,640
Administration								
Personnel services	20,332	-	-	-	-	-		20,332
Materials and supplies	24,475	-	-	-	-	-		24,475
Facility administration								
Personnel services	-	16,021	13,523	-	15,472	-		45,016
Materials and supplies	-	28,806	21,422	-	67,521	6,294	(44,457)	79,586
Management Fee	-	18,951	11,133	3,096	14,334	-		47,514
Management Travel	-	548	-	-	-	-		548
Debt Service	-	-	29,441	-	-	13,148		42,589
Capital outlay	-	-	-	-	-	-		-
Maintenance Services								
Personnel services	-	7,175	3,690	-	7,863	-		18,728
Materials and supplies	-	2,834	1,847	-	12,773	-		17,454
Laundry/housekeeping								
Personnel services	-	15,759	-	-	-	-		15,759
Materials and supplies	-	2,174	-	-	-	-		2,174
Activities								
Personnel services	-	4,486	(689)	-	4,976	-		8,773
Materials and supplies	-	491	24	-	433	-		948
Dietary								
Personnel services	-	21,620	17,237	-	34,805	-		73,662
Materials and supplies	-	7,224	8,137	-	20,623	-		35,984
Social services								
Personnel services	-	5,762	-	-	-	-		5,762
Materials and supplies	-	-	-	-	-	-		-
Depreciation	-	8,110	1,907	-	1,812	19,737		31,566
Amortization	-	-	26,358	-	-	-		26,358
Total Expenditures	44,807	360,059	199,682	53,961	270,676	39,179		923,907
Excess (deficiency) of revenues over expenditures	14,389	(44,199)	(14,117)	(2,338)	(31,717)	5,293		(72,689)
Other Financing Sources (Uses)								
Transfers in	-	-	-	-	-	-		-
Transfers out	-	-	-	-	-	-		-
Total Other Financing Sources (Uses)	-	-	-	-	-	-		-
Changes in Net Position	\$14,389	(\$44,199)	(\$14,117)	(\$2,338)	(\$31,717)	\$5,293		(\$72,689)

RESOLUTION ADOPTING APPROPRIATIONS 2021-22

August 2021	ANNUAL BUDGET	MONTH	YEAR TO DATE
CLATSOP CARE HEALTH DISTRICT GENERAL FUND			
PERSONNEL SERVICES	\$294,160	\$20,332	\$36,378
MATERIALS AND SERVICES	\$105,380	\$24,475	\$37,774
CAPITAL OUTLAY	\$654,800	\$0	\$0
CONTINGENCY	\$343,340		
TOTAL	\$1,397,680	\$44,807	\$74,152
CLATSOP CARE HEALTH AND REHABILITATION CENTER			
PERSONNEL SERVICES	\$2,594,530	\$189,588	\$376,407
MATERIALS AND SERVICES	\$1,821,360	\$162,361	\$345,929
CAPITAL OUTLAY		\$0	\$0
CONTINGENCY			
TOTAL	\$4,415,890	\$351,949	\$722,336
CLATSOP CARE RETIREMENT VILLAGE, LLC			
PERSONNEL SERVICES	\$0	\$0	\$0
MATERIALS AND SERVICES	\$76,820	\$6,294	\$12,628
CAPITAL OUTLAY	\$59,900	\$0	\$0
DEBT SERVICE	\$338,020	\$13,148	\$26,332
TOTAL	\$474,740	\$19,442	\$38,960
CLATSOP CARE IN-HOME SERVICES			
PERSONNEL SERVICES	\$610,260	\$45,634	\$96,257
MATERIALS AND SERVICES	\$111,000	\$8,327	\$17,013
TOTAL	\$721,260	\$53,961	\$113,270
CLATSOP CARE RETIREMENT VILLAGE			
PERSONNEL SERVICES	\$1,855,350	\$151,372	\$302,454
MATERIALS AND SERVICES	\$818,120	\$117,492	\$228,059
TOTAL	\$2,673,470	\$268,864	\$530,513
CLATSOP CARE MEMORY COMMUNITY			
PERSONNEL SERVICES	\$1,537,190	\$90,570	\$192,294
MATERIALS AND SERVICES	\$479,670	\$51,406	\$87,781
DEBT SERVICE	\$552,270	\$29,441	\$58,937
TOTAL	\$2,569,130	\$171,417	\$339,012
GRAND TOTAL YTD	\$12,252,170	\$910,440	\$1,818,243
TOTAL UNAPPROPRIATED RESERVE AMOUNTS	\$1,485,080		
DISTRICT TOTAL	\$13,737,250		

CASH SNAPSHOT							
9/27/2021							
CRV GENERAL					91,312		
CCC GENERAL					315,586		
PAYROLL MANUAL CHECKS					6,844		
RETIREMENT VILLAGE PROPERTY LLC					340,787		
CARE CENTER HEALTH DISTRICT					4,651		
MEMORY CARE COMMUNITY					71,963		
DISTRICT ADMINISTRATION					1,545		
IN HOME CARE SERVICES					40,556		
MEMORIAL FUND					92,612		
LGIP					2,486,879		
TOTAL					3,452,735		

Clatsop Care Health District (CCC)
 Local Option Property Tax Levy Revenue
 Cumulative through 08/31/21
 Last Revised: 09/08/21

FY2020 Receipts by Month	
Date	Amount
07/31/21	\$6,913.01
08/31/21	\$3,019.13
Total Current FYTD	\$9,932.14
FY2019	\$568,108.62
FY2020	\$579,372.99
FY2021	\$651,146.07
Cumulative Funds	\$1,808,559.82

Funds Summary - Cumulative:	
Funds Received	\$1,808,559.82
Funds Spent	(\$1,155,829.85)
CRV LLC Credit*	\$133,300.00
Spend MTD Sep21	\$0.00
Remaining Available	\$786,029.97

*Reimbursement for CRV Siding Project from HUD
 Cash Reserves (received 04/21 & 07/21)

Clatsop Care Health District (CCC)
Local Option Property Tax Levy Spend
Summary by Project
Cumulative through 08/31/21

Project	Spend	Completed	Estimated/ Actual Completion Date
CRV Siding Project	\$643,275.00	Y	04/30/20
New Bus for CCC	\$65,378.23	Y	07/31/19
Matrixcare eMAR Upgrade	\$52,504.91	Y	Care Center Complete 08/31/20
CCC New Slings (Equip Refresh)	\$4,080.54	Y	08/31/19
CCC Reclining Chairs-Shower	\$2,608.41	Y	02/29/20
CCC Wireless Access Points	\$917.72	Y	05/31/20
CCC AED Stations	\$3,641.98	Y	12/31/19
CRV Porte Cochere	\$249,462.54	Y	06/15/21
CMCC Fuel Tank	\$28,158.42	Y	04/30/20
CCC Volaro Lifts	\$24,899.39	Y	04/30/20
CRV/CCC Phone System	\$23,266.50	Y	05/31/20
OneBeat CPR	\$3,349.00	Y	04/30/20
CMCC Fuel for New Tank	\$689.16	Y	04/30/20
CRV Wireless Access Points	\$21,825.00	Y	07/31/20
CMCC Hoyer	\$6,488.95	Y	06/30/20
CRV Porte Cochere-Expense	\$289.80	Y	08/30/20
CCMC Common Area Furniture	\$24,994.30	Y	12/31/20
Grand Total	\$1,155,829.85		

*Retro approved by BOD in Feb20 for use of Levy funds.

Turn Over Report 20/21 Clatsop Care Center

Turn over August: 2.1%
 Annual Turnover YTD%: 2.1%
 Oregon's Annual SNF Turnover%: 12%

	<u>Jul</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>An- nual</u>
2020/21 Employee Turnover	0%	2.1%											

of Terms 0 1

of Employees 45 47

Open Positions

# Open	Position	Department	FTE										
4	Full-time CNAs	Nursing	Yes										

Turnover

Month	Job Title	FTE	Hire Date	Term Date	V/I	Department	Reason	Tenure (Years)
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CCHR

August	CNA	1	3/31/21	08/09/21	V	Nursing	Relocating to Portland	5 Mo.
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Clatsop Care Retirement Village

2021- 2022 Turnover Report

August Turnover %: 11.11 %
 Annual Turnover%: 17.49%
 Oregon's Annual ALF Turnover%: 12%

	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Annual</u>
2021/22 Employee Turnover %	6.38%	11.11%											
# of Terms	3	5											
# of Employees	47	45											

Open Positions

# Open	Position	Department	FTE	Date Opened	Days Open
1	Medication Aide	Health Services	1.0	8/12/2021	49
2	Caregiver(s) (5)	Health Services	1.0	07/26/2021	66
3	Dietary Aide(s) 1	Dietary	.50	7/30/2021	62
4	Dietary Cook (2)	Dietary	.50	8/30/2021	31

CRV

5	Activities Assistant	Activities	.50	8/2/2021	59
6	Receptionist	Maintenance	1.0	7/10/2021	82

Closed Positions

Position	Department	FTE	Date Opened	Date Filled	Start Date	Days Open
Activities Director	Activities	1.0	8/2/2021	9/23/2021	8/23/2021	52
Dietary Aide	Dietary	.5	7/30/2021	9/8/2021	9/8/2021	40

Turnover

Month	Job Title	FTE	Hire Date	Term Date	V/I	Department	Reason	Tenure (Years)
August	Office Manager	1.0	6.3.2019	8.25.2021	V	Administration	Accepted another position	2 years

CRV

August	Housekeeper	1.0	6.8.2021	8.10.2021	I	Maintenance	Quality of work and number of absences	2 months
August	Team Leader	1.0	4.5.2021	8.12.2021	V	Health Services	No call/No show	4 months
August	Dietary Server	.5	5.22.2020	8.23.2021	V	Dietary	Accepted another position	1 yr. 3 months
August	Team Leader	1.0	8.25.2021	8.26.2021	V	Health Services	Worked one day and quit – work too difficult	1 day
July	Receptionist	.50	7/03/2020	7/10/2021	V	Maintenance	Moved to Portland	1 year
July	Caregiver	1.0	2/21/2021	7/26/2021	V	Health Services	Accepted another position	5 months
July	Team Leader	1.0	4/6/2021	7/15/2021	V	Health Services	Didn't want to stay in healthcare role	3 months

IN HOME CARE TURNOVER REPORT- August 2021

August 2021 Turnover: 0%
Annual Turnover %: 10%
Oregon's Annual Home Care Turnover 12%

	<u>JULY</u>	<u>AUG</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUNE</u>	<u>Annual</u>
2021-2022 Employee Turnover	10 %	0 %	%	%	%	%	%	%	%	%	%	%	

of Terms

2 0

of Employees

20 20

Open Positions

# Open	Position	Department	FTE	Date Opened	Replaces	Date Filled	Start Date	Days Open
1	Caregiver	Health Services	1.0	Ongoing				

IHC

2																			
3																			

Closed Positions

# Closed	Position	Department	FTE	Date Opened	Replaces	Date Filled	Start Date	Days Open
	Caregiver	Home Care	x	continuous				
	On call	Home Care						

Turnover