

**Winchester House Advisor Board
Meeting Minutes
October 25, 2018**

1. Call to Order

Chair Mayer called the meeting to order at 4:00 p.m.

Present 4: Julie Mayer, Steve Carlson, Carol Calabresa, and Ric Olson

Absent 3: Michael Knight, Mary Hillard and Jeff Biesczat

Others present:

Amy McEwan, Interim County Administrator

RuthAnne Hall, Purchasing Manager

Mike Filippo, Chief Operating Officer, Transitional Care Management

Jackie Prestel, Winchester House Administrator

Charles Ross, Chief Strategy Officer, Transitional Care Management

2. Approval of Minutes

A motion was made by Steve Carlson to approve the minutes of the WHAB from July 26, 2018 and seconded by Carol Calabresa. The motion was approved with 4 ayes and 0 nays.

3. Chair's Remarks

There were no chair remarks.

4. Member Remarks

There were no member remarks.

5. Old Business

There was no old business discussed.

6. New Business

6.1

Update on Transitional Care of Lake County's (TCLC) Winchester House Milestone, Regulation and Financial Report – July through September 2018.

Mike Filippo provided an update on the Phase III milestone of the contract - the new Mundelein facility. Mr. Filippo stated that TCLC is awaiting two final actions prior to the groundbreaking of the facility – closings between the TCLC and the new investor group and with the Department of Housing and Urban Development (HUD). The closing between TCLC and the new investor is anticipated to happen in the next week. In addition, HUD has provided a firm commitment to the project and the closing documents are currently under review with their attorneys. TCLC has received all the necessary permits for

construction from the Village of Mundelein and Lake County. Currently, the worst-case scenario for a groundbreaking event is four weeks away.

Chair Mayer asked TCLC to work with Lake County on planning the groundbreaking ceremony. The group picked out some tentative dates and settled on December 4th. Ms. McEwan stated that Lake County would contact TCLC in the next week to help coordinate the event.

Jackie Prestel reviewed the PowerPoint presentation covering the status for the regulatory and staffing updates. All tags have been addressed through either a desk review or revisit to the site. A staffing update was provided for July through September. Ms. Prestel also provided an update on the therapy focus for the third quarter of 2018

Mike Filippo provided an overview of the TCLC finances for the months ending July 31, 2018 and August 30, 2018. Mr. Filippo stated that TCLC had seen losses consistently against the pro forma in July, August and September. August was the most significant loss but, following an article in the paper highlighting the pending development of the replacement facility, TCLC has begun to see improvements. He also stated that there had been an unanticipated change in the Medicaid rate with the transition of the facility's ownership from the County to TCLC that took place on July 1, 2018.

Mr. Filippo also provided a brief update on the census. The Winchester House census had maintained at 119 in July but decreased to 118 in August. Looking ahead TCLC indicated that referrals have increased due to the "coming soon" sign on the property and the census had increased to 125 in October.

The remarks for the prepared presentations concluded with highlights for the therapy program and activity highlights for the facility since July 2018.

6.2

Approval of the recommended 2019 meeting schedule

RuthAnne Hall stated that the schedule for 2019 will continue to follow the quarterly format and will be scheduled as follows: January 24th, April 25th, July 25th and October 24th. All meetings will continue to take place at 4 p.m. in the Library at Winchester House.

7.

Other Business

RuthAnne Hall stated that the following members of the WHAB terms expire at the end of 2018 - Carol Calabresa, Mary Hillard, Ric Olson and Steve Carlson. All have agreed to continue to serve and will be reappointed by the County Board at an upcoming meeting.

8. Adjournment

A motion was made by Carol Calabresa to adjourn the meeting and seconded by Steve Carlson. The motion passed with 4 ayes and 0 nays. Chair Mayer declared the meeting adjourned at 5:00p.m. Next scheduled meeting is January 24, 2019.