

**Winchester House Advisor Board  
Meeting Minutes  
July 25, 2019**

**1. Call to Order**

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

**Present** 4: Julie Mayer, Steve Carlson, Julie Simpson, Carol Calabresa, Michael Knight

Attendance via conference call 1: Ric Olson

Absent: Jeff Biesczat

Others present:

Bill Panos, County Administrator

Amy McEwan, Deputy County Administrator

RuthAnne Hall, Purchasing Manager

Mike Filippo, Chief Operating Officer, Transitional Care of Lake County

Jackie Prestel, Winchester House Administrator

Charles Ross, Chief Strategy Officer, Transitional Care of Lake County

**2. Approval of Minutes**

A motion was made by Steve Carlson to approve the minutes of the WHAB from January 24, 2019 and seconded by Carol Calabresa. The motion was approved with 6 ayes and 0 nays.

**3. Chair's Remarks**

Chair Mayer informed the attendees that Mary Hillard has resigned her seat on the Winchester House Advisory Board. Mary has retired and relocated to Colorado to be close to family.

**4. Member Remarks**

County Administrator Panos introduced himself to the group.

**5. Old Business**

There was no old business discussed.

**6. New Business**

**6.1 and 6.2**

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

Mike Filippo provided an update on the Phase III milestone of the contract - the new Mundelein facility. As of the date of the meeting, they are 40 percent through construction. Framing for the structure is anticipated to be completed by August 13, 2019 and TCLC hopes to be fully under roof by winter to limit any delays. Once it is safe on the site, TCLC will be offering hardhat tours to any members of the

Winchester House Advisory Board that are interested. Mike Filippo did indicate that there had been one change order to the original plan – request to widen door frames to accommodate wider beds.

Administrator Panos asked Mr. Filippo to explain the approval process required for building opening. Mr. Filippo stated that there are three levels needed – approval of licenses, certificate of occupancy and Medicare approval. The focus is on the actual date the facility opens and accepts the first patient. The target date for the first patient is August 1, 2020.

Jackie Prestel reviewed the PowerPoint presentation covering the status for the regulatory and staffing updates. Ms. Prestel indicated that the facility is in a current window for the annual survey – July 1<sup>st</sup> through December 14<sup>th</sup>. Chair Mayer asked what the current census was for the building. Mr. Filippo stated that as of July 25, 2019 the census was 122. Charles Ross also reported that TLC has received its first referral based on the new building – a private pay resident was referred by the sign posted at the site of the replacement facility.

Member Carlson asked about the marketing plan for the new facility. Mr. Ross indicated that TLC is working on a revised brochure and marketing plan. Member Knight asked what the cost differential would be for private pay residents in the new facility. Mr. Filippo indicated it would be \$600 additional per month.

The remarks for the prepared presentations concluded with highlights for the therapy program and activity highlights for the facility since January 2019.

### **6.3**

#### **Discussion and Committee Action on the request to use Winchester House Donation Funds**

Mike Filippo requested the use of \$175,000 of Winchester House Donation Funds on behalf of Innovative Health to procure bed and mattress upgrades for the replacement facility to secure favorable pricing. RuthAnne Hall provided the members an accounting of the current balance and ongoing expenditures of the Winchester House Donation Fund. Chair Mayer questioned if there was a need to lock in the pricing. Mr. Filippo indicated that the company had implied that pricing for the beds and mattresses may increase. Member Carlson questioned if there were any other pending options for the use of the funds. Mike Filippo indicated there were none. Member Simpson cautioned that the request would need to have final approval by the County Board. Member Carlson suggested that Innovative Health provide further documentation that would aid the members in their deliberations. It was determined that a special meeting be called to review additional information prior to a final vote. Member Calabresa made the motion for staff to schedule a special meeting of the WHAB and Member Simpson seconded the motion. The motion was approved with 6 ayes and 0 nays.

### **7.**

#### **Other Business**

None.

### **8. Adjournment**

A motion was made by Michael Knight to adjourn the meeting and seconded by Steve Carlson. The motion passed with 6 ayes and 0 nays. Chair Mayer declared the meeting adjourned at 5:09p.m. Next scheduled meeting is October 24, 2019.