

**Brunswick Nursing Home Community Advisory Committee
Conference Room at BC Emergency Services Building
3325 Old Highway, Bolivia, NC
Minutes of Quarterly Meeting April 24, 2018**

Members present: The presiding officer was Vice – Chairman Arlene Rushin, and a quorum was present including: Holly Brenneman, Eileen Clyne, Colleen Combs, Shirley Dowd, Laura Miller, Carol Sutter, Sheila Umbricht, and John Walz.

Members absent: Chairman Barbara Voorhees

Ombudsmen Kandace Lego and Holli Blackwell

Also Present Jane Jones, Director of Area Agency of Aging and Tammi Robinson, Adult Home Specialist BC DSS

Meeting called to order by Vice – Chairman Arlene Rushin at 10:02 am.

Quarterly Education:

1. Resident consent form - “consent for investigation and disclosure of identity” was discussed.
2. Tammi Robinson and Jane Jones gave an update of the problems, violations and citations at the Brunswick Facilities in conjunction with the review of the CAC’s 1st quarter site visits.
3. Southport Nursing Center closed 6/1/18 and residents were transferred to Ocean Trail Healthcare & Rehabilitation Center. Joseph Hooks will serve as director of the combined facility.

Old Business

The CAC By-Laws revisions were approved by a unanimous vote after a motion by Brenneman with a second by Miller.

New Business:

The minutes of the January 23, 2018 meeting were unanimously approved after a motion by Miller with a second by Walz.

Quarterly Time Sheets

These were mostly submitted. Members are reminded to submit the sheets to the Ombudsman after their last activity in the quarter or at the latest by the last day of the quarter e.g. all 2nd quarter reports should be in by June 30.

Schedule of visits for upcoming quarter

Schedule was established with a “save the date” in the 3rd quarter of 2018. Both of the new facilities, Brunswick Health and Rehab and Arbor Landing at Ocean Isle will be included in quarterly visits beginning in the 2nd quarter.

Review of quarterly visits –

Quarterly site visit reports were presented, discussed and updates given where needed. Voorhees or Rushin will remind committee members what they should be on the look out for before they go to next facility visitation.

Announcements:

1. The next quarterly meeting is July 24, 2018 10 a.m. Place to be announced since the BC Emergency Center will be closed.

Meeting adjourned at 12:35 p.m. after a motion by Coombs with a 2nd by Walz.

These minutes are subject to corrections and approval at the next or future quarterly business meetings.

Respectfully Submitted,

Sheila K. Umbricht, Secretary