

**Brunswick Nursing Home Community
Advisory Committee
Conference Room at BC Emergency Services Building
3325 Old Highway, Bolivia, NC
Minutes of Quarterly Meeting October 24, 2017**

Members present: The presiding officer was Mr. Chairman, Vince Musilli and a quorum was present including: Holly Brenneman, Colleen Combs, Shirley Dowd, Laura Miller, Arlene Rushin, Carol Sutter, Sheila Umbricht, Barbara Voorhees and John Walz.

Members absent: None

Ombudsmen: Kandace Lego and Holli Blackwell

Meeting called to order by Mr. Chairman at 10:07 am.

Quarterly Education:

1. Review of new consent form
2. A committee comprised of Brenneman, Combs, Voorhees and Walz will review the CAC By-Laws and revisions will be discussed at the next meeting.
3. Discussion of updates to CAC House Bill 248 with emphasis on the following sections:
Minimum Qualifications for CAC members, How they are Chosen now, Current CAC Member Nominating Process - Old vs New in HB 248, Application Process, Suspension of Designation, Removal of Designation, Reinstatement of Designation and Meeting Schedule.
4. Dates for 2018 Quarterly Meeting were distributed.
5. Attestation Forms signed and returned.

Old Business -None

New Business:

1. The minutes of the July 25, 2017 meeting were unanimously approved after a motion by Rushin with a second by Miller.
2. Election of Officers
The following were duly nominated, voted on and unanimously elected:
Chairman: Barbara Voorhees
Vice – Chairman: Arleen Rushin
Secretary: Sheila Umbricht

Quarterly Time Sheets

These were submitted.

Schedule of visits for upcoming quarter

Schedule was established with a “save the date” in the 1st quarter of 2018. The members were divided into 2 groups for visitations. One headed by Voorhees and the other by Rushin.

Review of quarterly visits –

Quarterly site visit reports were presented, discussed and updates given where needed.

Announcements:

1. Autumn Care will be closing its memory unit and 30 beds will go to a new facility in Calabash opening early in 2018.
2. Ocean Trail will be owned by Liberty beginning December 2017.
3. There will be a luncheon today after this meeting at St. James to honor retiring Chairman Musilli.
4. There is a workshop on November 18 at the New Hanover Senior Center.
5. Next quarterly business meeting January 23, 2018.

Meeting adjourned at 12:07 p.m. after a motion by Walz with a 2nd by Sutter.

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

Respectfully Submitted,

Sheila K. Umbricht, Secretary