

Sunny Acres Nursing Home & Countryside Estates
Advisory Board Meeting Minutes
September 22, 2025

Meeting Facilitator: Catherine McDowell, Heritage

Chairperson: Tim Hurie **Secretary:** Angie Fletcher

Attendees: Advisory Board Members, County Commissioners, Heritage Operations Group (Regional Director et al) and Administrator

- I. Call to Order
- II. Approval of August 25, 2025, Meeting Minutes
- III. Countryside Update – Tracy Suehring
 - a. 18 units are occupied; 3 open
- IV. Administrative Report –
 - a. Census Review – (7/23/25-8/21/25)
 - Current census – 77
 - Admission/Discharges since last meeting (August 25th) – 4 Admits / 3 Discharges
 - b. Surveys – 2 tags sited; Desk review completed – No findings
 - c. Hires/Terminations prior month – 3 hires / 9 terminations
 - d. Open Positions –
 - Clinical Positions –
 - Nurses –
 - 7a-3p – 1 Full Time
 - 3p-11p – 1 Full Time: 1 Part Time
 - 11p-7a – 2 Full Time: 1 Part Time
 - Float Nurse - 1 Full Time; 1 Part Time
 - CNAs –
 - 2p-10p – 3 Part Time - Weekends
 - 10p-6a – 1 Full Time: 1 Part Time
 - Restorative Nurse Position – 1 Full Time
 - Maintenance –
 - 1 Seasonal Groundkeeper/Outdoor Maintenance
 - 1 Floor Tech
 - e. Marketing & Activity –
 - Oct. – pet supply drive for Menard County Animal Control; trunk or treat 10/26 from 2-4
 - Nov. – food drive for the Menard County Food Pantry,
- V. Old Business Review –
 - a. Recruiting continues for Restorative Nurse and floor nurses
 - b. Activities staff looking into residents’ interest in attending local sporting events
 - c. Residents participated in Harvest Parade
- VI. New Business Discussion –
 - a. CassComm – Staff will be meeting with CassComm to discuss the development of new commercial and continued partnership
 - b. Bob Haerr –
 - i. Resident room renovations are ongoing; updated cost \$367,572.42
- VII. Financial Review/Operational Performance presented by Heritage
- VIII. Next Meeting – October 27th @ 12:00, Countryside Estates
- IX. Adjournment