

**Sunny Acres Nursing Home & Countryside Estates**  
**Advisory Board Meeting Minutes**  
**June 23, 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 May 28, 2025 Meeting Minutes
- III. Countryside Update – Tracy Suehring
  - a. 18 units are occupied
  - b. 3 units open – 2 Efficiency & 1 one bedroom – 1 possible move into efficiency
- IV. Administrative Report – Catherine McDowell
  - a. Census Review – (5/22/25-6/22/25)
    - Current census – 77
    - Admission/Discharges since last meeting (May 28th) – 5 Admits / 8 Discharges
  - b. Surveys – 2 complaints on 6/10/25. Received F609 Level D Abuse
  - c. Hires/Terminations prior month – 14 hires / 9 terminations
  - d. Open Positions –
    - Clinical Positions –
      - Nurses –
        - 7a-3p – 3 Full Time
        - 11p-7a – 1 Full Time
      - CNAs –
        - 2p-10p – 5 Full Time; 3 Part Time
        - 10p-6a – 1 Part Time
    - Housekeeping/Dietary – 0 Vacancies
    - Maintenance –
      - 1 Full Time Floor Tech
      - Seasonal Groundkeeper/Outdoor Maintenance
  - e. Census Development/Marketing & Activity – Events/Activities currently being planned - East Egg Hunt Event, VA BBQ, Senior Celebration at State Fair Grounds, Nursing Home Week, and Menard County Fair.
  - f. Operations – Kayla Angeli, Assistant Director of Nursing, was promoted to Administrator. Thank you to Marg Oblinger for filling in as Administrator from May 28<sup>th</sup> – July 3<sup>rd</sup>.
- V. Old Business Review –
  - a. Therapy equipment – Capital list to be presented at July Advisory Board meeting
  - b. Dining Room painting done
- VI. New Business Discussion –
  - a. Bob Haerr – Resident room renovations are ongoing
  - b. Lagoon repairs – information sent to 4 contractors to obtain quotes
- VII. Financial Review/Operational Performance – Catherine McDowell
- VIII. Miscellaneous –
  - a. Countryside –
    - Casscom meeting for installation of fiber optic – Bob will contact Casscom
    - Main entrance door still needing repairs – Bob will follow-up
    - Sidewalks – need repaired or replaced – Tracy to get bids
- IX. Next Meeting – July 28th
- X. Adjournment