

Sunny Acres Nursing Home & Countryside Estates
Meeting Agenda
September 21, 2026
12:00 PM

Location: Sunny Acres – Lilac conference room

Type of Meeting: Advisory Board Meeting

Chairperson: Tim Hurie

Secretary: Angela Fletcher

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

- I. Call to Order
- II. Approval of Minutes of Meetings May 18, 2026; June 22, 2026 and August 24, 2026.
- III. Tracy – CSE Updates
 - a. Update – the apartment has been vacated and is being cleaned and repaired.
- IV. Administrator Report
 - a. Census Review – Admissions/Discharges tracking referrals with admission coordinator
- V. Old Business Review
 - a. Staffing Update: Ellen Maltby transitioned to the ADON position; Amanda Neal transitioned to Infection Prevention nurse; new hire Ashlynn Holmes for unit manager
- VI. New Business/Discussion
 - a. Question of changing all rooms to private, what would this look like financially
 - b. Trunk or Treat at Sunny Acres scheduled for October 25, 2026 2-4pm
- VII. Family Council Concerns:
 - a. Next meeting is 9/24/26. Will bring these concerns to October meeting.
- VIII. Resident Council Concerns:
 - a. Call lights on one hall, on one shift being answered promptly.
 - b. Knock before entering resident room.
- IX. Financial Review; Operational Performance; Staffing Pattern Report
 - a. Catherine
- X. Miscellaneous
 - a. Resident Room renovation is \$493,603.75
 - b. Window and door replacement \$233,465 of \$289,950. Windows and doors are installed and we are developing a punch list.
 - c. Common area corridor ceiling tile project will start in about 2 weeks.
 - d. Common area corridor project will be rebid – only received 1 quotes. Bids are due October 26th.
 - e. Common area flooring project will be rebid – only received 2 quotes. Bids are due October 26th.
 - f. Country Side Estates will transfer main like from AT&T to Casscomm on October 2nd, 2026.
- XI. **Next Meeting Date: 10/26/26, 12:00 pm at CSE**
- XII. Adjournment