

Sunny Acres Nursing Home & Countryside Estates
Advisory Board Meeting Minutes
March 23, 2026

Chairperson: Tim Hurie

Secretary: Angie Fletcher

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

- I. Call to Order
- II. Approval of January 26, 2026 & February 23, 2026 Meeting Minutes
- III. Countryside Update – 16 units occupied; 5 units open (3 one bedroom; 2 efficiencies)
 - a. 2 potential new residents to move in soon
 - b. 1 on wait list, requesting 1st floor unit
- IV. Administrative Report –
 - a. Census Review – currently 74 residents; Admission/Discharges –8 Admits / 9 Discharges
- V. Old Business Review –
 - a. Staffing update –
 - Promoting floor nurse to Infection Preventionist role
 - Clinical Nurse Manager hired
 - Director of Nursing hired
- VI. New Business/Discussion - none
- VII. Census Development/Marketing Activity –
 - a. Marketing – Easter Egg Hunt 3/21/26
- VIII. Family Council –
 - a. Passing water to residents on thickened liquids
 - b. Call lights within reach
 - c. Communication between staff
- IX. Financial Review/Operational Performance/Staffing Pattern Report
 - a. Vacancies –
 - Nurses –
 - o 7a-3p – 2 Full Time: 1 Part Time
 - o 3p-11p – 2 Full Time: 1 Part Time
 - o 11p-7a – 1 Full Time: 2 Part Time
 - CNAs –
 - o 2p-10p – 2 Part Time
 - o 10p-6a – 1 Part Time
 - Dietary – 1 Part Time (evening)
 - Laundry – 1 Part Time (evening)
- X. Miscellaneous –
 - a. Lagoon Valve update – complete; exercising of valves will be done in house by maintenance staff
 - b. Window replacement project – install starting late April/early May
 - c. Resident Room Renovations continue – 10 rooms complete – From 10/29/24 to present expenses total \$439,389.09
 - d. Walk in cooler/freezer – complete
 - e. A resident came to voice concerns to the Committee; concerns will be addressed
- XI. Next Meeting Date – April 27th at 12:00 at Countryside Estates
- XII. Adjournment