



Beth Haven provides quality care in a
supportive Christian community

BOARD OF DIRECTORS

MENNONITE HOME ASSOCIATION - MEETING 651
BETH-HAVEN GROUP HOMES - MEETING 263
BETH-HAVEN TERRACE, INC. - MEETING 402
BETH-HAVEN MANAGEMENT SERVICES - MEETING 376

November 18, 2019

Opening meditation and prayer

Minutes of prior meeting.

Consent Agenda

- CEO Report
- Group Home Report
- Terrace Report
- Management Report
- Risk Management Report

Financial Reports

Dashboard report.

Old Business

- a. Saints Avenue Bank

New Business

- a. Investment Management Report
- b. Board Election
- c. 401(k) signature authority
- d. Medical Marijuana & Trauma Informed Care policies
- e. HVAC
- f. Evaluation

Questions, Comments and Adjournment

Mennonite Home Association
Meeting # 650
September 16, 2019

The meeting was opened by Rachel Shepherd. Paul Ewert opened with a devotion from Psalms 143:8. He led in prayer.

MEMBERS PRESENT: Rachel Shepherd, Phil Smith, Tim Goodman, Beth Anderson and Carol Harvey.

STAFF PRESENT: Paul Ewert, Chief Executive Officer

MINUTES OF PRIOR MEETING; Minutes of the previous meeting were discussed. The minutes were approved. Paul discussed the cost of renovating the house at 2518 Pleasant and asked permission to demolish the house due to the extensive renovation needs. The consensus was to allow demolition.

CONSENT AGENDA; Items in the consent agenda were discussed. The Consent Agenda was approved.

FINANCIALS: Financial reports were discussed. Paul answered questions. The financial reports was approved.

DASHBOARD REPORT: The dashboard report was presented and discussed. Paul answered questions. The Dashboard report was approved

OLD BUSINESS;

- a. Bank Loan: Paul presented the current loan proposal from Saints Avenue Bank for refinancing the property loan. After discussion the motion was Made Seconded and Passed to accept the proposed loan with an 8 year amortization and to authorize the President and Secretary to sign all needed documents.

NEW BUSINESS;

- A. Budget: Paul presented a proposed budget for the 2019 – 2020 fiscal year. After discussion the motions was made, seconded and passed to adopt the budge with the \$3 per day rate increase.
- B. 401(k) Matching: Paul presented a request to match the 401(k) contributions of employees at a \$.50 per \$1 contributed up to a max of 6% of the employee's salary.
- C. Needs Assessment: Paul presented the Needs Assessment completed by CliftonLarsonAllan for additional independent living and assistant living units. After discussion the consensus of the Board was to accept the needs analysis and to continue to evaluate the financial viability of expanding the campus to include the proposed units and some renovation of the nursing home.

ADJOURNMENT; There being no further business to discuss the meeting was adjourned with unanimous approval.

Beth Haven Group Homes
Meeting #262
September 16, 2019

The meeting was opened by Rachel Shepherd. Paul Ewert opened with a devotion from Psalms 143:8. He led in prayer.

MEMBERS PRESENT: Rachel Shepherd, Phil Smith, Tim Goodman, Beth Anderson and Carol Harvey.

STAFF PRESENT: Paul Ewert, Chief Executive Officer

MINUTES OF PRIOR MEETING; Minutes of the previous meeting were discussed. The minutes were approved

CONSENT AGENDA; Items in the consent agenda were discussed. The Consent Agenda was approved.

FINANCIALS: Financial reports were discussed. Paul answered questions. The financial reports was approved.

DASHBOARD REPORT: The dashboard report was presented and discussed. Paul answered questions. The Dashboard report was approved

OLD BUSINESS;

- a. There was no old business to discuss

NEW BUSINESS;

- A. Budget: Paul presented a proposed budget for the 2019 – 2020 fiscal year. After discussion the motions was made, seconded and passed to adopt the budge.
- B. 401(k) Matching: Paul presented a request to match the 401(k) contributions of employees at a \$.50 per \$1 contributed up to a max of 6% of the employee's salary.

ADJOURNMENT; There being no further business to discuss the meeting was adjourned with unanimous approval.

Beth Haven Terrace
Meeting # 401
September 16, 2019

The meeting was opened by Rachel Shepherd. Paul Ewert opened with a devotion from Psalms 143:8. He led in prayer.

MEMBERS PRESENT: Rachel Shepherd, Phil Smith, Tim Goodman, Beth Anderson and Carol Harvey.

STAFF PRESENT: Paul Ewert, Chief Executive Officer

MINUTES OF PRIOR MEETING; Minutes of the previous meeting were discussed. The minutes were approved

CONSENT AGENDA; Items in the consent agenda were discussed. The Consent Agenda was approved.

FINANCIALS: Financial reports were discussed. Paul answered questions. The financial reports was approved.

DASHBOARD REPORT: The dashboard report was presented and discussed. Paul answered questions. The Dashboard report was approved

DASHBOARD REPORT: The dashboard report was presented and discussed. Paul answered questions. The Dashboard report was accepted.

OLD BUSINESS;

- a. There was no old business to conduct

NEW BUSINESS;

- A. Budget: Paul presented a proposed budget for the 2019 – 2020 fiscal year. After discussion the motions was made, seconded and passed to adopt the budge.
- B. 401(k) Matching: Paul presented a request to match the 401(k) contributions of employees at a \$.50 per \$1 contributed up to a max of 6% of the employee's salary.

ADJOURNMENT; There being no further business to discuss the meeting was adjourned with unanimous approval.

Beth Haven Management Services
Meeting # 375
September 16, 2019

The meeting was opened by Rachel Shepherd. Paul Ewert opened with a devotion from Psalms 143:8. He led in prayer.

MEMBERS PRESENT: Rachel Shepherd, Phil Smith, Tim Goodman, Beth Anderson, Carol Harvey, and Paul Ewert, Chief Executive Officer

MINUTES OF PRIOR MEETING; Minutes of the previous meeting were discussed. The minutes were approved

CONSENT AGENDA; Items in the consent agenda were discussed. The Consent Agenda was approved.

FINANCIALS: Financial reports were discussed. Paul answered questions. The financial reports was approved.

DASHBOARD REPORT: The dashboard report was presented and discussed. Paul answered questions. The Dashboard report was approved

OLD BUSINESS;

- a. There was no old business to discuss.

NEW BUSINESS;

- A. Budget: Paul presented a proposed budget for the 2019 – 2020 fiscal year. After discussion the motions was made, seconded and passed to adopt the budge.
- B. 401(k) Matching: Paul presented a request to match the 401(k) contributions of employees at an additional \$.50 per \$1 contributed up to a max of 6% of the employee's salary.

ADJOURNMENT; There being no further business to discuss the meeting was adjourned with unanimous approval.



Retirement Community

To: Board of Directors

From: Paul Ewert, CEO

Date: November 2019

RE: Chief Executive Officer Report

The Nursing Home remains occupied with an annual occupancy of 94.79% as opposed to a county average of 78.9% and a state average of 72.2%. For the month of October the average occupancy was 95.71. In Pleasant View we had a room occupancy of 91.24%. The annual occupancy is 97.43%. For the month of September the nursing home was occupied at 97.83 and Pleasant view was occupied at 94.1%. For both months we had a small apartment open at Pleasant View and a 2nd occupant in one of the assisted units.

The Group homes have 1 opening in the Lake Apollo ISL and 2 at West Ely, but we are not taking a loss because of it. The 2 group homes on campus are in transition. We have a move out date for the one guy and are planning on moving others around next month and making Hathaway house an ISL the first of January. There is a fair amount of change that needs to occur for this to happen.

Terrace was occupied in September at 98.13 and October at 99.74. With an annual occupancy of 96.59. For the nursing home in September we had 25.87 private pay individuals, 63.6 Medicaid individuals, 4 Medicare, .87 managed care, 5.66 on hospice, and 1.77 Medicaid pending. We had a low occupancy of 94 and a high of 100. In October we had 29.94 private pay, 52.87 Medicaid, 3.34 Medicare, 1.48 Managed care, 4.55 hospice, and 3.52 Medicaid pending. We had a low occupancy of 92 and a high of 99.

Currently for the month of November the nursing home is averaging 97.92 individuals and Pleasant View is averaging 32 individuals.

Outstanding financial item for all is the matching funds for employee 401k

Outstanding financial items of note for October unrealized income of \$6335.77, Private income is up but Medicare income is down related to the change in census.

Pleasant view had unrealized gain of \$252. We have had an individual from our independent apartments move to assisted so we will have a vacancy after they empty and while we clean it out. This is a one bedroom apartment so we may have more problems filling it.

Beth Haven

Group Homes & ISLs

To: Board of Directors

From: Paul Ewert, CEO

Date: November 2019

RE: Beth Haven Group Homes

Over the past several Years our occupancy in the 2 group homes on the campus has declined and we have not been able to find replacements for them. We proposed to the Hannibal Regional Office a move that would have converted one of the group homes into an ISL and filled up the other house. To do that we were waiting on one of the individuals to move. They were waiting on staffing to be able to care for this individual, who requires significant care. We just received notice that he will be moving out the first of December. With that move we will move 2 individuals into the other house. We will have 4 individuals in the one house and 8 in the other. This will allow us to transition the 4 person house be an ISL, and the other house a fully occupied group home. In addition to the change in status and funding we will be able to changing the level of employees we need, eliminating the need for round the clock LPN's at the ISL and replacing them with Med Tech's. It is much easier for us to get Med Tech coverage than LPN.

We also have been looking for another place for the 2 ladies who currently live on out there, since that house is really too large for the 2 of them. We are only looking at houses that are at least 2 bedroom and 2 bathroom on the main level and is accessible to get into. While we are looking we are not ready to request a change at this time. We are continuing to look at the markets to see if there is a better house for them to be in. The house on West Ely is a 4 bedroom house and is difficult and expensive to maintain.

We have an inquiry about a potential additional individual at the ISL at Lake Apollo. We are looking into that and if it works out we will bring her in. Financially this will not make much difference as it is an ISL. At this point she seems like a good fit. It is now up to the family and funding for her.

We are having significant issues with staffing. Both licensed and direct care. I am not sure how we will solve this. We have not found the avenue to connect with potential employees but continue to search. If we make the change from a group home to an ISL we will solve some of our licensed staffing needs but will still need unlicensed. We will also look to increase the wages for Med Techs as we switch from LPN's.

Replacement of One of the group homes vans has been completed. We purchased a Transit van from Tom Boland and had the seats taken out, the floor reinforced and tracks installed and a lift installed in the back of the van. We sold the old van as-is locally.

The financial items of interest for September is the change in the depreciation of the van we modified at the ISL. For October the maintenance supplies for the group homes are \$500 low and office supplies are \$500 high. Employee benefits are half at \$4000 below budget. The sale of the old van raised \$2250, but we now have a van to depreciate. For the ISL we received back payment for the modification to the Lake Apollo van to make it accessible, of \$1500. Work Comp insurance was \$700 low and employee benefits were \$3000 low.

Beth Haven

Terrace Apartments

To: Board of Directors

From: Paul Ewert, CEO

Date: November 2019

RE: Beth Haven Terrace

For September we averaged 98.13, and for October 99.74 for an annual occupancy of 96.59. We experienced a turn-over of 1.5 units a month. We are working on marketing strategies to increase occupancy and we have claimed some funds from HUD for vacancies, but it requires quite an amount of paperwork.

The only news on the old St. Elizabeth hospital Tax Credit funding to create senior housing is that possibly a group from St. Louis is taking over from the group from Oklahoma. This program was sidelined by our last Governor. We continue to watch this.

The financial item for Terrace for September are advertising expenses \$800 above budget, Office expensed above budget and the salary adjustment for the CEO's salary of almost \$19,000. For October there were no items of note.

Beth Haven

Management Services

To: Board of Directors

From: Paul Ewert, CEO

Date: November 2019

RE: Beth Haven Management Services

To adjust for the high profit for management we adjusted the charges for the CEO salary between Management and the Nursing Home and also Terrace. We reduced that charge by one half. We will continue to operate with this change. This change will not require us to make a change to our management agreement.

We are working on adding an additional part time accounting person. With the increased work for Medicare Advantage plans and DMH we are needing to add. This will give us a person to keep up with things while one of the others is on vacation. We are also needing to think about when they retire or cutback. This will be well within our budget.

For September the items of note were the salary adjustment of around \$50,000. While this makes a huge loss for this month we will still have a profit for the year that we will have to pay taxes on. We also had our matching contribution for the 401K and an income tax payment. For October we purchased another computer for the accounting staff. We have 2 more to replace and then we will be current



Retirement Community

2500 Pleasant Street
Hannibal, Missouri 63401
Phone (573) 221-6000

To: Board of Directors
From: Tisha Johnston, Risk Manager

November 2019
Risk Management Report

- This report reflects falls for the months of September and October. There were falls at SNF and ALF during both months. SNF level had 4 reportable incidents.
- On September 11th- Annual Fire evacuations were held at both SNF and ALF.
- On Sept 23rd- ALF had a code drill with staff review held after.
- Oct 2nd -4th – Brian Voelkel and I went to NASRM conference where we reviewed the responsibilities of the investigator role when dealing with incident reporting and follow-up, and how to conduct an effective internal initial investigation. We reviewed accountability, purposeful rounding and use of better communication skills.
- Our Quarterly Risk Management meeting was held on October 7th including the review of elopement, wandering, and hazardous wandering. We also reviewed shift drills and what remained to be done.
Next meeting 1/6/20.
- CPR classes continue throughout the year to keep all appropriate staff certified.
- Ongoing events- CPR classes continue throughout the year to keep all appropriate staff certified. Caring Communities provides monthly webinars with various topics related to risk management.

Thank you,
Tisha Johnston

"By love serve one another" Gal. 5:13

Beth Haven

Retirement Community

To: Board of Directors

From: Paul Ewert, CEO

Date: November 2019

RE: Finance Report

For the month of October the Nursing Home average occupancy was 97.83 with a 12 month average of 95. We had a high occupancy of 100 and a low of 95. In Pleasant View we had a room occupancy of 32.93 of 35 or 94.1% with 1 unit having double occupancy. We have a 12 month average of 34.82 with double occupancy for 6 months. One of our independent living apartments was vacant, we are rehabbing it and will have it ready for occupancy in October. It is a small unit and so we may have trouble finding someone to accept it. The ISL's have 1 opening in the Lake Apollo ISL and 2 at the West Ely ISL but we are not taking a loss because of it. We now have 3 openings in the group homes on campus, with one temporary resident. Terrace had an average occupancy of 98.13 in September. With a 12 month average occupancy of 96.97 of 102

For the nursing home in September we had 25.87 private pay individuals, 63.6 Medicaid individuals, 4 Medicare, .87 managed care, 5.66 on hospice, and 1.77 Medicaid pending. We had a low occupancy of 94 and a high of 100.

In October we had 29.94 private pay, 52.87 Medicaid, 3.34 Medicare, 1.48 Managed care, 4.55 hospice, and 3.52 Medicaid pending. We had a low occupancy of 92 and a high of 99.

Currently for the month of November the nursing home is averaging 97.92 individuals and Pleasant View is averaging 32 individuals.

For all organizations the employee benefits reflect the 401(k) contribution,

The nursing home had an unrealized gain of \$ 6335.77. Our private pay census is up and our Medicare census is down so the private income is higher and Medicare is lower. That means that our Medicare related expenses like pharmacy and therapy are down. We had \$4,000 in prior year revenue.

Pleasant view had unrealized gain of \$2343.36. Convention and meeting expenses were \$800 high related to the administrators meetings. We have a small independent apartment open and are working on filling it.

For September for the group homes the item of note financially is the change in the depreciation of the van we modified at the ISL. For October the maintenance supplies for the group homes are \$500 low and office supplies are \$500 high. Employee benefits are half at \$4000 below budget. The sale of the old van raised \$2250, but we now have a van to depreciate. For the ISL we received back payment for the modification to the Lake Apollo van to make it accessible, of \$1500. Work Comp insurance was \$700 low and employee benefits were \$3000 low.

For Terrace we had no items of note

For Management we replaced one of the computers for the accounting staff. We have 2 more and then we will be current.

We had a conference call on the law suit against the State for the reduction in our rate a couple of years ago. There is a settlement in discussion that is working its way through the State offices. At this time the settlement would provide us with \$42,583.44. To date the suit has cost us \$1,660.93. While this is good news even after we get all the agreements we need it will still take a little time to process.

	September 2019				
	Mennonite Home Assn.	Group Homes	Terrace	Management	
Balance Sheets					
Assets					
Current Assets					
Cash and Equivalents	109,542.22	267,025.19	2,094.39	49,222.45	
Accounts Receivable	762,897.65	172,718.13	1,149.00		
Short Term Investments	1,117,516.89	73,134.00	5,758.44	4,733.35	
Prepaid Expenses	31,617.73	77,326.34	18,701.52	221,333.18	
Due from Related	77,326.34	332,698.09	20,318.67	6,465.77	
Misc	58,329.67				
Total Current Assets	2,157,230.50	851,333.85	42,263.58	281,754.75	
Assets Limited as to Use	23,471.29	4,715.00	94,639.77		
Property and Equipment, Net	4,140,789.97	212,160.46	700,298.50	167,800.32	
Other Assets					
Investment in Affiliated	157,954.70		157,954.71		
Investments					
Security Deposits					
Escrow	139,054.48	8,993.64	33,110.14	658.76	4,663.09
Total Assets	6,618,500.94	1,077,202.95	1,028,925.46	454,218.16	
Liabilities and Net					
Current Liabilities					
Current Maturities long term debt	286,908.13	22,532.79	141,918.79	465.67	
Accounts Payable	268,410.84	67,438.78	9,349.40	58,159.32	
Accrued Payable	258,573.64	504,727.89	48,782.29	53,194.61	
Due to Related parties	504,727.89	45,436.06	4,715.00		
Resident Trust Fund	11,701.29				
Resident security deposits	11,695.00		33,110.14		
Total Current Liabilities	1,342,016.79	140,122.63	241,588.55	111,819.60	
Long Term liability					
Long term debt	1,985,432.10		962,479.33		
Deferred Income					
Asset Retirement obligation	60,780.00				
Stock Holders Equity					
Common stock & Retained Earnings					316,108.72
Total Liabilities	3,388,228.89	140,122.63	1,204,067.88	427,928.32	
Unrestricted Net					
Fund Balance	3,226,584.91	814,659.35	-171,932.16	26,289.84	
Profit (loss)	3,687.14	122,420.97	-3,210.26		
Total Liabilities and Capital	6,618,500.94	1,077,202.95	1,028,925.46	454,218.16	

Combined P & L

Sept 19

	Nursing Home Revenue	YTD	Pleasant View	YTD	Group Homes	YTD	Terrace	YTD	Management	YTD
Private	\$150,583.22	\$1,705,204.30								
Medicare	\$82,787.36	\$1,120,996.32								
Medicaid	\$312,226.56	\$3,795,494.69								
Resident services			\$108,097.92	\$1,283,858.38	\$166,178.68	\$1,752,827.99	\$54,485.00	\$641,080.00		
Management fees									\$10,256.91	\$685,149.69
Other	\$4,237.20	\$64,014.06	\$2,889.40	\$31,119.28	\$540.39	\$7,870.71	\$751.25	\$9,430.74	\$1,195.00	\$14,340.00
Operating Revenue	\$549,834.34	\$6,685,709.37	\$110,987.32	\$1,314,977.66	\$166,719.07	\$1,760,698.70	\$55,236.25	\$650,510.74	\$11,451.91	\$699,489.69

Expense

Nursing	\$262,786.22	\$3,229,341.23	\$25,478.09	\$276,964.28	\$90,785.29	\$1,023,125.86				
Support services	\$104,110.19	\$1,190,293.34	\$26,505.58	\$307,456.98	\$4,887.09	\$73,030.67			\$38,426.55	\$470,875.82
Plant Operations	\$29,794.96	\$403,960.09	\$10,974.86	\$152,735.47	\$6,343.67	\$74,843.34	\$15,282.35	\$204,690.83	\$58.24	\$3,163.90
Administration	\$65,567.15	\$1,062,220.94	\$17,207.12	\$212,006.82	\$11,670.25	\$139,228.97	-\$2,871.17	\$173,022.00	\$2,036.23	\$30,415.59
Tax and Benefits	\$67,866.57	\$741,029.12	\$16,355.49	\$106,462.27	\$23,900.14	\$299,866.47	\$7,563.34	\$85,318.37	\$13,108.18	\$120,890.66
Interest			\$7,257.81	\$90,161.07			\$3,499.57	\$41,861.78		
Misc.	\$1,559.85	\$19,395.11	\$185.47	\$1,991.60					\$1,935.60	\$25,876.13
Depreciation	\$10,423.87	\$125,521.69	\$11,605.56	\$138,406.04	\$2,183.62	\$28,121.91	\$12,067.12	\$144,463.95	\$882.49	\$11,264.80
Operating Expense	\$542,108.81	\$6,771,761.52	\$115,569.98	\$1,286,184.53	\$139,770.06	\$1,638,217.22	\$35,541.21	\$649,356.93	\$56,447.29	\$662,486.90

Other Income

Interest income	\$3,545.28	\$16,136.49	\$1,309.84	\$4,696.55	-\$31.56	-\$60.51	\$242.57	\$1,618.93		\$56.82
Unrealizes L/G	\$636.19	\$22,979.02	\$235.30	\$8,317.06				-\$5,983.00		
Misc	\$1,083.33	\$7,958.79		\$858.25					\$211.95	\$1,156.31
Total other income	\$5,264.80	\$47,074.30	\$1,545.14	\$13,871.86	-\$31.56	-\$60.51	\$242.57	-\$4,364.07	\$211.95	\$1,213.13
Income tax expense									\$2,261.66	\$11,926.08
Net income	\$12,990.33	-\$38,977.85	-\$3,037.52	\$42,664.99	\$26,917.45	\$122,420.97	\$19,937.61	-\$3,210.26	-\$47,045.09	\$26,289.84

	October 2019			
	Mennonite Home Assn.	Group Homes	Terrace	Management
Balance Sheets				
Assets				
Current Assets				
Cash and Equivalents	208,319.08	154,750.65	1,816.40	36,935.99
Accounts Receivable	1,208,953.05	184,249.35	56,880.00	215,552.94
Short Term Investments	1,125,818.12	73,134.00		
Prepaid Expenses	40,798.00	6,868.62	17,782.84	3,857.24
Due from Related	85,025.98	456,040.89	20,250.80	24,482.70
Misc	58,329.67			6,465.77
Total Current Assets	2,727,243.90	875,043.51	96,730.04	287,294.64
Assets Limited as to Use	23,468.87	5,599.18	94,794.41	
Property and Equipment, Net	4,120,724.39	243,268.51	691,095.31	166,917.79
Other Assets				
Investment in Affiliated Investments	157,954.70		157,954.71	
Security Deposits	139,054.48	8,993.64	34,264.63	4,663.09
Escrow	7,168,446.34	1,132,904.84	1,075,497.86	458,875.52
Total Assets	7,168,446.34	1,132,904.84	1,075,497.86	458,875.52
Liabilities and Net				
Current Liabilities				
Current Maturities long term debt	263,400.70		130,273.17	
Accounts Payable	515,514.81	76,982.54	36,852.56	2,466.59
Accrued Payable	253,413.93	68,357.71	8,818.93	58,641.35
Due to Related parties	442,042.22	235.26	14,005.96	51,628.46
Resident Trust Fund	11,698.87	5,599.18		
Resident security deposits	11,695.00		34,264.63	
Total Current Liabilities	1,497,765.53	151,174.69	224,215.25	112,736.40
Long Term liability				
Long term debt	1,985,432.10		962,479.33	
Deferred Income	365,583.65		55,518.00	
Asset Retirement obligation	60,780.00			
Stock Holders Equity				
Common stock & Retained Earnings				343,346.98
Total Liabilities	3,909,561.28	151,174.69	1,242,212.58	456,083.38
Unrestricted Net				
Fund Balance	3,238,568.55	937,589.31	-175,130.50	2,792.14
Profit (loss)	20,316.51	44,140.84	8,415.78	
Total Liabilities and Capital	7,168,446.34	1,132,904.84	1,075,497.86	458,875.52

Combined P & L
 October 19
 YTD YTD YTD YTD YTD YTD YTD YTD YTD

	Nursing Home Revenue	Pleasant View	Group Homes	Terrace	Management
Private	\$217,166.73				
Medicare	\$75,538.24				
Medicaid	\$295,575.18				
Resident services		\$107,193.63	\$171,746.37	\$55,375.00	\$55,355.88
Management fees					\$55,355.88
Other	\$3,909.17	\$3,081.77	\$1,799.60	\$499.75	\$1,195.00
Operating Revenue	\$592,189.32	\$110,275.40	\$173,545.97	\$55,874.75	\$56,550.88

	Expense	YTD	YTD	YTD	YTD	YTD	YTD	YTD
Nursing	\$278,307.80	\$278,307.80	\$25,101.67	\$25,101.67	\$85,921.47	\$85,921.47		
Support services	\$109,930.37	\$109,930.37	\$28,427.92	\$28,427.92	\$7,119.37	\$7,119.37	\$38,334.87	\$38,334.87
Plant Operations	\$35,789.65	\$35,789.65	\$11,413.80	\$11,413.80	\$6,173.19	\$6,173.19	\$116.96	\$116.96
Administration	\$88,322.57	\$88,322.57	\$18,344.28	\$18,344.28	\$11,546.53	\$11,546.53	\$3,099.80	\$3,099.80
Tax and Benefits	\$57,915.88	\$57,915.88	\$7,484.52	\$7,484.52	\$17,971.86	\$17,971.86	\$9,320.63	\$9,320.63
Interest			\$6,952.65	\$6,952.65		\$3,222.42	\$3,222.42	
Misc.	\$1,551.00	\$1,551.00	\$152.49	\$152.49			\$2,243.29	\$2,243.29
Depreciation	\$10,150.37	\$10,150.37	\$11,605.50	\$11,605.50	\$641.95	\$641.95	\$882.53	\$882.53
Operating Expense	\$581,967.64	\$581,967.64	\$109,482.83	\$109,482.83	\$129,374.37	\$129,374.37	\$53,998.08	\$53,998.08

	Other Income	YTD	YTD	YTD	YTD	YTD	YTD	YTD
Interest income	-\$334.21	-\$334.21	-\$125.99	-\$125.99	-\$30.76	-\$30.76	\$154.64	\$154.64
Unrealizes L/G	\$6,335.77	\$6,335.77	\$2,343.36	\$2,343.36			\$239.34	\$239.34
Misc	\$1,083.33	\$1,083.33						
Total other income	\$7,084.89	\$7,084.89	\$2,217.37	\$2,217.37	-\$30.76	-\$30.76	\$154.64	\$239.34
Income tax expense							\$0.00	\$0.00
Net income	\$17,306.57	\$17,306.57	\$3,009.94	\$3,009.94	\$44,140.84	\$44,140.84	\$8,415.78	\$2,792.14

Mennonite Home Association Board Report

	FY	FY	2nd	August	September	October	12 Months
	17	18	2019	19	19	19	Average
Human Resources							
FTE's Nursing Home	83.36	80.67	85.46	85.37	88.10	91.69	85.12
FTE's Pleasant View	15.34	12.56	9.47	9.56	9.49	9.52	9.60
FTE's Group Homes	37.98	37.77	35.42	36.10	34.30	35.25	35.14
# new employees	10.42	10.10	7.67	11	11	8	10.17
Mennonite Home Operational & Financial							
Debt Coverage Ratio	0.3	0.55	0.76	1.74	2.22	3.06	1.61
SNF Admissions	14.42	16.80	19.00	19	18	20	18.58
SNF Dismissals	11.75	14.60	16.00	18	12	15	15.08
SNF Deaths	3.42	3.10	3.33	1	9	3	4.50
% Medicare utilization	7.15%	7.22%	7.84%	4.26%	6.03%	3.50%	6.59%
% Medicaid utilization	59.44%	67.29%	65.48%	68.12%	63.67%	63.57%	65.60%
% Private utilization	32.23%	23.48%	24.61%	26.75%	26.73%	31.38%	25.71%
% Managed Care	1.18%	2.01%	2.07%	0.87%	1.57%	1.55%	1.95%
SNF Average Daily Census from 101 units	88.23	88.57	94.47	96.84	97.83	95.71	95.03
Total SNF resident days	2684.00	2693.10	2867.00	3002	2935	2967	2890.58
SNF length of stay	711.50	667.44	577.33	601	558	201	541.33
ALF Admissions	2.83	2.60	2.67	2	1	1	2.42
ALF Dismissals	3.25	2.90	3.67	0	2	1	2.17
ALF Deaths	0.17	0.00	0.33	0	0	0	0.08
ALF Average Daily Census from 35 units	31.63	34.35	32.91	32.58	32.93	31.94	33.47
Total ALF resident days	962.00	1046.20	998.33	1010	1018	1021	1024.17
ALF length of stay	1132.25	1203.02	1266.33	1230	1181	1175	1229.25
Independent Living Units	9.00	8.90	9.00	9	8	8	8.55
Adult Day Care hours	297.19	290.70	307.95	377.25	302.00	292.50	260.86
Therapy A ALOS	21.96	22.03	21.77	14.50	17.30	28.00	20.27
Therapy B ALOS	25.13	23.11	26.00	22.67	24.83	19.40	23.10
Therapy A Units Provided	738.70	933.80	939.33	596	651	418	824.25
Therapy B Units Provided	500.00	479.00	521.00	692	639	826	532.00
Managed Care Units Provided		237.75	185.33	71	188	176	190.17
Number Falls	22.33	25.70	28.00	39	32	50	30.75
Number Fractures	0.17	5.00	0.00	0	3	2	0.67
Residents with Catheters	3.42	6.50	6.67	7	5	4	6.75
Residents with UTI's	5.24	6.50	6.00	7	5	6	5.67
Residents who lost weight	10.67	9.10	9.33	9	5	11	8.08
Residents with increase in ADL's	2.00	1.90	1.33	2	4	4	1.75
Residents Restrained	0.17	0.00	0.00	0	0	0	0.00
Residents with Pressure Ulcers	4.17	6.00	9.67	6	9	6	7.25
Terrace							
Average Dailly Census from 102 units	97.68	99.47	95.37	95.52	98.13	99.74	96.59
Average length of stay	1973.58	1997.03	1984.67	1944	1933	1392	1904.08
Admissions	0.92	2.00	1.67	2	2	2	1.42
Move outs	1.17	1.30	2.00	0	1	2	1.58

BOARD OF DIRECTORS

MENNONITE HOME ASSOCIATION, BETH HAVEN GROUP HOMES,
BETH HAVEN TERRACE

TERM EXPIRES 2020

PHIL SMITH	RETIRED HEALTHCARE	1 – 2015	2 nd term
BETH ANDERSON	RN, HOSPICE	1 – 2015	2 nd term

TERM: EXPIRES 2021

RACHEL SHEPHERD	JUDGE	2 – 2012	3 rd term
SHARON MOORE	RETIRED SENIOR LIVING	5 – 2019	1 ST term
CAROL HARVEY	BUSINESS	1 – 2019	1 st term
CONNIE BENSON	FINANCE	1 – 2019	1 ST term

TERM EXPIRES 2019

TIM GOODMAN	MINISTER	6 – 2000	5 th term
PAUL RICHARDS	CPA	1 – 2018	1 st term
AARON ZOOK	HEALTHCARE	1 – 2014	2 nd term

BETH HAVEN MANAGEMENT SERVICES INCLUDES
ADMINISTRATOR, MENNONITE HOME ASSOCIATION
ADMINISTRATOR, BETH HAVEN TERRACE

TERMS END DECEMBER 31
OFFICERS ELECTED ANNUALLY

OFFICERS

2019

Chair	Rachel Shepherd
Vice Chair	Phil Smith
Secretary	Tim Goodman
Treasurer	Aaron Zook
Assistant Secretary	Paul Ewert



Retirement Community

Medical Marijuana Policy

Missouri voters approved a constitutional amendment legalizing medical marijuana in 2018.

This policy directs how Beth Haven Nursing Home, Pleasant View Assisted Living, Beth Haven Group Homes and all other related entities (hereinafter, "Beth Haven" or "Beth Haven facilities" or "facilities") will comply with the laws and regulations regarding medical marijuana. This policy is intended to provide guidance for all Licensed and Certified facilities under the Beth Haven umbrella.

To remain in compliance with current State and Federal laws and regulations Beth Haven prohibits the possession of all products contemplated in the amendment including, but not limited to, medical marijuana, THC infused products, CBD or its equivalents (hereinafter "marijuana products") in any form at its facilities at all times and the use of marijuana products by employees, staff, vendors, visitors and residents of these facilities while on the premises.

According to 21 CFR 1306.06 "(a) prescription for a controlled substance may only be filled by a pharmacist, acting in the usual course of his professional practice and either registered individually or employed in a registered pharmacy".

Regardless of Missouri's constitutional amendment, marijuana, including medical marijuana, is still classified as a Schedule 1 controlled substance by the Drug Enforcement Agency (DEA). While pharmacists are not individually governed by the DEA, pharmacies are required to be licensed by the DEA. Federal law prohibits a registered pharmacy from lawfully dispensing marijuana of any classification and in any derivative form.

Beth Haven facilities are unable to permit the presence of Schedule 1 controlled substances on site due to Federal laws and regulations. No employee, staff, vendor, visitor, resident or any other person present on property of any Beth Haven licensed or certified facilities may possess or use marijuana products at any time on Beth Haven property.

As a condition of participation with various federal programs and agencies (including Medicare and Medicaid) Beth Haven must certify or attest to compliance with all federal laws. That includes the use of controlled substances and the possession or use of marijuana and its derivatives on any of its properties.

Further, employees of Beth Haven are prohibited from serving as primary caregivers as that term is defined in the context of marijuana products in the Missouri Constitution and are prohibited from providing, dispensing, administering, or otherwise possessing marijuana products at all times on Beth Haven property.



Retirement Community

Trauma Informed Care Policy

Purpose

To address the trauma in the lives of the residents served by Beth Haven. The policy is meant to promote the understanding of trauma and its impact, ensure the development of trauma-informed systems and the availability of specific services for our residents.

Definition: Individual trauma results from an event, series of events or set of circumstances experienced by an individual as physically or emotionally harmful or life threatening and that has lasting adverse effects on the individual's functioning and mental, physical, social, emotional or spiritual well-being.

Principles

The six key principles fundamental to trauma-informed approach include:

1. Safety
 - a. Beth Haven as an organization, staff and the people they serve, will provide a safe physical setting and promote a sense of safety through interpersonal interactions and physical behavior.
2. Trustworthiness and Transparency
 - a. Beth Haven operations and decisions are made with the goal of building and maintaining trust with residents, family members, staff and others involved in the organization.
3. Peer Support
 - a. Peer support and mutual self-help are key vehicles for establishing safety and hope, building trust, enhancing collaboration and utilizing stories and lived experience to promote recovery and healing.
4. Collaboration and Mutuality
 - a. Beth Haven recognizes that everyone has a role to play in a trauma-informed approach. All staff including nursing, dietary, housekeeping, laundry, maintenance, business office, administration (etc) are able to create meaningful and therapeutic relationships with our residents.
5. Empowerment, voice and choice
 - a. Beth Haven will recognize and build upon the strengths and resilience of its residents along with the ability to heal and promote recover from trauma. Residents are supported in shared decision-making, choice and goal setting to assist in the plan of action they need to heal and move forward.
6. Cultural, historical and gender issues
 - a. Beth Haven recognizes cultural, historical and gender issues that may have or continue to cause trauma.

Procedure:

1. Adoption of Trauma-Informed culture: Values, principles and development of a trauma-informed system of care ensuring safety and preventing re-traumatization
 - a. Beth Haven ensures all staff is trained and has ongoing training in trauma-informed care.
 - i. Training is updated on a regular basis due to changes in research and evidence-based approaches.
 - ii. Training includes understanding what trauma is, knowing the impact of a trauma on a person's life, knowing strategies to mitigate the impact of trauma and understating re-traumatization and secondary trauma of staff.
2. Adoption of approaches that prevent and address secondary trauma of staff
 - a. Beth Haven will adopt approaches that prevent and address secondary traumatic stress of staff. This includes training, self-care education and HR support
3. Screening for trauma exposure and related symptoms.
 - a. Beth Haven will screen to assess for past trauma during the initial Social Service assessment.
4. Trauma specific services for residents
 - a. Beth Haven will off referrals for trauma treatment to mental health providers or other professionals/support groups as appropriate.
 - b. Care plans shall include approaches and interventions to address trauma responses and techniques for avoiding re-traumatization as appropriate.



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IT'S THE PETERS PROMISE!

Thursday, September 26, 2019

Beth Haven
2500 Pleasant
Hannibal , Mo 63401
Attn.: Paul Ewert
Project: - HVAC

Paul,

We are pleased to submit to you the following HVAC scope for the above referenced project. We propose to provide items, articles, materials, operations and methods required by drawings and specifications including our standard wage labor rates, equipment, supplies and incidentals necessary for the completion of this work. This would include specifically:

BASE BID:

Installation of a new Samsung VRF system with Energy recovery units (for fresh air), for the tenant wings, the lobby recreation area and offices, and downstairs physical therapy rooms. 2 New Modular Chillers will be installed in conjunction with the existing air handlers as well for the kitchen area. A new insulated drain piping line will be installed and terminating in the laundry area.

All work will done with complete discretion in mind for the tenants.

Equipment quoted

(51) Samsung Indoor Ceiling Cassettes Model AMO

- Wind Free cooling option
- Wall Thermostat for each room
- Quiet comfortable operation
- 10 Year Warranty

(4) Samsung Outdoor Units Model AM---JXVAFR

- Heat Recovery, allows Heating or Cooling in each room.
- 208/230 3 phase
- 10 Year Warranty

All scrap material resulting from our installation will be removed from the premises as work progresses and shall be completed in a workmanlike manner for the total investment of

FOUR HUNDRED ELEVEN THOUSAND NINE HUNDRED TWENTY FIVE DOLLARS AND %00
(\$411,925.00)

I hope that you find this favorable and in the near future look to Peters Heating and Air Conditioning with confidence knowing that we are truly committed to the highest standards in product quality, workmanship, service, and absolute owner satisfaction.

Sincerely,
Peters Heating & Air Conditioning

Brad Hammock
HVAC Sales and Design