

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

Meeting Facilitator: Catherine McDowell, Heritage

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, 2025, 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. One tour given, 4 calls taken and 5 on waiting list. Waiting list individuals are not ready to move in at this time
- IV. Administrative Report –
 - a. Census Review – currently 77 residents; Admission/Discharges – 7 Admits / 9 Discharges
- V. Old Business Review –
 - a. Staffing update –
 - Maintenance Director position filled
 - Promoting floor nurse to Infection Preventionist role
 - Recruiting and interviewing for Director of Nursing role
- VI. New Business/Discussion
 - a. COVID Activity – cleared outbreak within the facility
- VII. Census Development/Marketing Activity –
 - a. Marketing – February events – resident Prom and Fat Tuesday party were held
 - b. Upcoming – Annual Easter Egg Hunt at Sunny Acres 3/21/26
 - c. Events are shared on Facebook, ran in the Observer as well as posted
 - d. Working with hospital liaisons for referrals as well as increasing advertisements in effort to increase recommendations to Sunny Acres
- VIII. Family Council – Resident concerns with food served on the units
- IX. Financial Review/Operational Performance/Staffing Pattern Report
 - a. Vacancies –
 - Director of Nursing
 - Restorative Nurse
 - Nurses –
 - o 7a-3p – 2 Full Time
 - o 3p-11p – 2 Full Time
 - o 11p-7a – 1 Full Time: 2 Part Time
 - CNAs –
 - o 2p-10p – 1 Part Time
 - Dietary – 2 Part Time
 - Laundry – 2 Part Time
- X. Miscellaneous –
 - a. Lagoon Valve update – complete; working on contract to have valved exercised every 6 months
 - b. Window replacement project: \$73,296 - Budget \$289,950 – install starting in April
 - c. Resident Room Renovations continue – 10 rooms complete
 - d. Walk in cooler/freezer – has been installed
- XI. Next Meeting Date – March 23rd at 12:00 at Sunny Acres, Lilac Conference Room
- XII. Adjournment