



TO: Board of Directors
FROM: Ken D. Donnelly, CEO
DATE: January 22, 2020

RE: CEO Report

Please accept this report for the month of December and January.

First, the renovation of the Octavia Properties is complete. We were able to (finally) resolve some lingering hot water issues. We have the two flats paid and occupied. The garden unit has an application pending.

Likewise, the Phase 3 Refurbishment Project for Friendship Hall was completed and signed off by OSHPD. The project replaced the flooring and installed new storage and kitchen cabinetry as well as provided a new sound system. We are continuing to refine the acoustics in the room and will be looking to upgrade the exit doors.

Another project was the replacement of the back fence and landscaping to incorporate the Octavia units. This has been completed and has been well received by residents.

The Compliance Plan has been completed with many policies and procedures for ensuring our adherence to regulations, laws, etc. Training for (you) Board members has been completed. We are now focusing on training staff and vendors. Board members should expect at least an annual review and training to take place before the calendar year end.

The Centers for Medicare and Medicaid annual survey was conducted January 6-9, 2020. I am pleased to report that the findings were that there were no substandard conditions of care. Also, no medication errors. They found two minor deficiencies and we expect to get the final survey report (Form 2567) any day now. This is about as good a survey as one can expect in today's environment. (The California average is 12.9 deficiencies.) Hanh Ta, Nursing Home Administrator, and Sandra Peret, Assistant Director of Nursing, are to be congratulated for this result. Well done!

Two new articles are posted to the Board Blog for your review and education. One is Year two of a study by Mather Lifeways on Life Plan Communities. The other is from Ziegler entitled *The New Decade Will Demand a New Type of Senior Living Organization*.

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The Board also needs to work with Pam Kaufmann, Hanson & Bridgett LLP, on the legal structure of the San Francisco Ladies Protection & Relief Society. Whether to segregate investment portfolio assets into a supporting organization and how best to accomplish this. Pam has indicated that this will be important as we consider affiliation.

The next meeting of the Strategic Planning Committee is calendared for February 13, 2020.

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