

Sunny Acres Nursing Home & Countryside Estates
Advisory Board Meeting Minutes
November 24, 2025

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 October 27, 2025, Meeting Minutes
- III. Countryside Update – 19 units occupied; 2 open (1 efficiency & 1 one bedroom)
- IV. Administrative Report –
 - a. Census Review –
 - Current census – 73
 - Admission/Discharges since last meeting (October 27th) – 5 Admits / 6 Discharges
 - b. Surveys – None; Previous survey from September has been closed & received notification that Sunny Acres is in substantial compliance.
 - c. Hires/Terminations prior month – 3 hires / 9 terminations
 - d. Open Positions –
 - Clinical Positions -
 - Director of Nursing
 - Assistant Director of Nursing
 - Infection Preventionist Nurse
 - Nurses –
 - 7a-3p – 1 Full Time
 - 3p-11p – 1 Full Time: 2 Part Time
 - 11p-7a – 1 Full Time: 2 Part Time
 - CNAs –
 - 2p-10p – 2 Part Time
 - 10p-6a – 1 Part Time
 - Maintenance –
 - 1 Seasonal Groundkeeper/Outdoor Maintenance
 - 1 Floor Tech – Full time
 - 1 Van Driver
- V. Old Business Review –
 - a. Staffing update –
 - Recruiting continues for all vacant positions.
 - Resignations received – Director of Nursing, Assistant Director of Nursing & Infection Preventionist Nurse.
 - Advertisement Commercial –
 - Airs on Lifetime, USA & FX in the Williamsville area
 - Airs on A&E, Discovery & Food Network in the Virginia area
 - Commercial will air on each channel 14 times per week
 - Resident room renovations continue; window replacement bids obtained
 - Lagoon Valve – plan to have completed by mid December
 - Shower installation at Countryside – plan to be completed by end of November
- VI. New Business Discussion –
 - a. Annual budget & capital budget for Sunny Acres & Countryside discussed
 - b. Discussion continues regarding possible rate increases for Sunny Acres & Countryside
 - c. Heritage presented Shared Services & Chronic Care Management proposal – Advisory board approved; to be reviewed by County Board
 - d. Dr. Bhavin Sonani has been hired as the new Medical Director – starting date of 2/1/26
 - e. Demographic review of Residents & their communities – Petersburg/Springfield & surrounding areas
 - f. 2026 board meeting dates – continue with current general scheduling
 - g. Family Council concerns
 - h. Financial Review/Operational Performance/Staffing Pattern Report presented by Heritage
- VII. Next Meeting – December 22nd @ 12:00 at Countryside
- VIII. Adjournment