

MAYERS MEMORIAL HOSPITAL DISTRICT
BOARD FINANCE COMMITTEE MEETING
MINUTES – NOVEMBER 30, 2016 1:00 P.M..

BFC Attendance:
 Allen Albaugh
 Art Whitney
 Louis Ward, CEO
 Travis Lakey, CFO

FINAL Attachment A

Other:
 Valerie Lakey
 Adam Dendauw

(These minutes are not intended to be a verbatim transcription of the proceedings and discussions associated with the business of the board's agenda; rather, what follows is a summary of the order of business and general nature of testimony, deliberations and action taken.)

SUBJECT	DISCUSSION	
CALL TO ORDER	The meeting was called to order by Albaugh at 1:00 PM in Fall River Mills.	
Requests from Audience to Speak	None	
Minutes	The minutes from the BFC meeting held 10.26.16 were approved. (Whitney/Albaugh) - Approved all	Approved
Department Presentation	Marketing, Val Lakey – (See handout) Lakey gave a report on marketing and highlighted the “in-kind” advertising we receive. Respiratory, Adam Dendauw – (See Power Point) Revenue is up. Swing was the only department that was down. The department is providing more services. Pulmonary Rehab was a big growth area. Some challenges with referrals based on the constant change in physicians. Dr. Dahle has been a good referral source. There will be new rates. Medicare has lax qualifications – Private and Partnership have not followed suit yet. 3 referrals from the health fair. Some PFT’s for Pit River. Services in Burney will help with that demographic. Staffing runs short sometimes – equipment – doing good.	
Financials	October 2016 Financials were discussed. (Whitney/Albaugh) Notes as follows: <ul style="list-style-type: none"> • A/P - \$350,000 • A/R – 58 Days – Lakey needs to look into it. • Cost report was turned in today • Breakdown on receivables. • Did not use the Credit Line at all. • Over \$2 million coming in IGT (Paid out QUAF and Partnership) • We have received PRIME IGT • Should be at about 60 days Cash on Hand at end of year • Will have \$3.6 mil in reserve at end of year. • January 1 timecard plus will be up. (December 25th is go 	Approved

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	live date) Will begin training in the next couple of week.	
Capital Expenditure Plan	<ul style="list-style-type: none"> McArthur explained the CEP – it is instrumental with grant requests, Capital Expenditure Plan for Acute Surveyor. It’s a “wish list”. It is a fluid document. Ryan Harris works on the equipment (fixed asset) portion. Portable x-ray machine – a \$100,000 grant was written. The CEP is a useful tool. Chocolate Festival proceeds will go to SNF renovations. <i>(Whitney/Albaugh)to approve CEP</i> 	Approved
Layton Construction Contract	<ul style="list-style-type: none"> Tyler Davis will be present at regular board meeting to present on the budget There will be an increase because of OSHPD required water storage Just received the contract Will probably not be approved until December 	
Administrative Report	<ul style="list-style-type: none"> Participated in NSGT (raised over \$3000 for Foundation) USDA will fund when we have guaranteed maximum price as opposed to waiting for OSHPD. There will be a separate construction account Account will be at Tri-Counties; will get all paperwork taken care of There will be an approval process for payables in place Would Layton to hold a “Job Fair” for local construction people. Look at in-kind work SEMSA – met with Mike Williams – discussed a variety of options. (MMHD does not own, MMHD owns – but operated by SEMSA) Currently, talking about keeping ownership – SEMSA buys equipment, MMHD is a second on the lease. MMHD would have the first right to take over leases. Discussing input over type of equipment, etc. SEMSA covers all costs and we contract with them. Work out details on the ambulance. Will be beginning conversations with the staff. Big Valley ambulance in January Helicopter in March Employee meetings in January – Benefits will be a topic SNF Survey was very good. Fire Life Safety is back also. Much better than last year. Will be doing a holiday bonus \$100 F/T; \$50 P/T Albaugh asked about doing something for the SNF staff. Whitney suggested doing gift cards CNA incentives Registry – working on bringing that number down. Mostly CNA’s – Will be doing a holiday incentive. Met with FRJUSD regarding ROP for CNA’s – will start working on it. Share cost with school district. Partnerships may be interested in helping to fund. Discussion from physicians on how they are paid for services 	

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	within the hospital.	
Adjournment	Meeting was adjourned at 2:45 am	

By: Valerie Lakey