

**MAYERS MEMORIAL HOSPITAL DISTRICT**  
**BOARD FINANCE COMMITTEE MEETING**  
**MINUTES – FEBRUARY 21, 2017 11:00 A.M.**

BFC Attendance:  
 Allen Albaugh  
 Abe Hathaway  
 Louis Ward, CEO  
 Travis Lakey, CFO

**FINAL**  
**Attachment A**

Other:  
 Ryan Harris  
 Valerie Lakey

*(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.)*

<b>SUBJECT</b>	<b>DISCUSSION</b>	
CALL TO ORDER	The meeting was called to order by Albaugh at 11:00 AM in Burney	
Requests from Audience to Speak	None	
Minutes	The minutes from the BFC meeting held 01.24.17 were approved. <b><i>(Hathaway/Albaugh) - Approved all</i></b>	<b>Approved</b>
Department Presentation	<ul style="list-style-type: none"> <li>• <b>Lab</b> Moved to March – Albaugh had a few comments – labs are way down. Is it due to lack of referrals? There were questions about billing and collections. Lakey can look back to 2013. Discussion about MVHC sending lab tests to Quest. MVHC argues that they send all Big Valley test to Quest; as they say they are not in our district.</li> <li>• <b>Maintenance – Dave Burks:</b> Ryan Harris reported for Burks. Burks provided a written report. (attached)               <ul style="list-style-type: none"> <li>✓ Discussed plant efficiency, safety &amp; security, Life &amp; Safety</li> <li>✓ A lot of projects – working with SEMSA to renovate EMS quarters. MMHD had to clean, texture wall.</li> </ul> </li> </ul>	
Financials	January 2016 Financials were discussed. <b><i>(Albaugh/Hathaway)</i></b> Notes as follows: <ul style="list-style-type: none"> <li>• Long term liability of GO Bond – not the showing the offset. Lakey is working to remedy this</li> <li>• Budget for new building needs to have OSHPD fees added – will be submitted to USDA for approval</li> <li>• \$117,000 shown on finance notes if for the old project. We pay \$10,000 month with no interest</li> <li>• Medicare cost report – we were paid even though we have a payment plan.</li> <li>• Registry – purchased services with LTC/SNF.</li> <li>• Census has been down - couldn't accept patients because of the isolation at the Annex.</li> </ul>	<b>Approved</b>

MAYERS MEMORIAL HOSPITAL DISTRICT

BOARD FINANCE COMMITTEE MEETING  
MINUTES – FEBRUARY 21, 2017 11:00 A.M.

	<ul style="list-style-type: none"> <li>• CNA’s have been an issue – lack of. Need to make sure we get the word out about our increased wage. We had one employee come back. Traveling CNA’s make about \$17/hr.</li> <li>• Questions about the shifts – 8 hours as opposed to 12 hours. Wilson said there are some 8 hour shifts available.</li> <li>• Ward has been meeting with other facilities. They are at the preliminary stages of a collaborative registry for staff.</li> <li>• Looking at working with schools for ROP program</li> <li>• Albaugh wants to make sure we continue to look at solutions for this issue.</li> <li>• Hathaway asked about why PT revenues have been down. Expanding services into Burney was discussed at SP. Ryan Harris will be looking into options.</li> </ul>	
<p>Quarterly Finance Review</p>	<ul style="list-style-type: none"> <li>• <b>Hathaway, Albaugh ( Approved All)</b></li> </ul>	
<p>Layton Contract</p>	<ul style="list-style-type: none"> <li>• Tyler Davis called in to answer any questions regarding the contract. There are still a few questions from the USDA. Working through those issues. <ul style="list-style-type: none"> <li>✓ Liquidated Damages – no reason to have this for the design, but probably on the construction</li> <li>✓ Minor comments that need to be addressed</li> <li>✓ Total amount \$11,149,000 that would be owed to Layton.</li> <li>✓ \$10,656,000 was current budget submitted to USDA</li> <li>✓ CT scan wasn’t in original budget (\$350,000)</li> <li>✓ Water storage (\$350,000) – 2030 OSHPD requirement, may be remedied with water district changes</li> <li>✓ Fire Sprinkler subcontractor is about 40% of Layton budget (Foothill Fire Protection)</li> <li>✓ Equipment will be about \$200,000 under budget</li> <li>✓ There will be saving on special inspections</li> <li>✓ Big contingencies</li> <li>✓ Very comfortable with budget</li> <li>✓ OSHPD progression – initial meetings. Will be submitting at a later date after DD’s which are due March 6<sup>th</sup>.</li> <li>✓ Will be getting Guaranteed Maximum Price (GMP) for Layton – Davis not a fan because of having to solicit numbers based on incomplete drawings.</li> <li>✓ Discussion about the interest rate on the loan – work on getting it at the lower rate ¾%</li> <li>✓ A condition of closing the loan is a GMP</li> <li>✓ Ward is hoping Layton will put on a local job fair to put out opportunities about the project – how do we ensure they will do that. There are training level requirements.</li> </ul> </li> </ul>	
<p>Adjournment</p>	<p>Meeting was adjourned at 12:25 pm</p>	

By: Valerie Lakey

Next month agenda – Hospital Credit Card