## BOARD FINANCE COMMITTEE MEETING MINUTES – APRIL 26, 2017 11:00 A.M.

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

<u>Other:</u> Dawn Johnson 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.)

| SUBJECT                            | DISCUSSION  |          |
|------------------------------------|---|----------|
| CALL TO ORDER                      | The meeting was called to order by Albaugh at 11:20 AM in Burney  |          |
| Requests from<br>Audience to Speak | None  |          |
| Minutes                            | The minutes from the BFC meeting held 03.22.17 were approved. (Hathaway/Albaugh) - Approved all   | Approved |
| Department<br>Presentation         | <ul> <li>Staff Development – Dawn Johnson (written report) <ul> <li>Non-revenue department.</li> <li>Priority is to keep CNA's current and licensed.</li> <li>Reduction in registry, prepare for surveys in order to prevent fines.</li> <li>Will be doing a civility training in other non-clinical departments</li> <li>Work with employee health</li> <li>Credit will be received for in-services – tied to wage scale increase. Hathaway noted that staff needs to be accountable and attend mandatory events</li> <li>Albaugh asked if Johnson has traveled to other facilities to see what their processes are. She has been to Modoc.</li> <li>MMHD in-services are for a minimum of 4 hours.</li> <li>They are required to have 24 hours per year. Dementia, Dietary and CPR meet almost all of the hours.</li> </ul> </li> </ul> |          |
| Financials                         | <ul> <li>March Financials were reviewed. Notes as follows:<br/>(Hathaway/Albaugh)</li> <li>Discussion on FTE's and registry in SNF</li> <li>Use of CNA's in registry is down – hopefully due to wage increase</li> <li>Would like to see a comparison of LVN rates to other facilities</li> <li>Albaugh asked about how the timeclock program is working. Lakey said there are still some interface</li> </ul>  | Approved |

## MAYERS MEMORIAL HOSPITAL DISTRICT

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By: Valerie Lakey