

**MAYERS MEMORIAL HOSPITAL DISTRICT**  
**BOARD FINANCE COMMITTEE MEETING**  
**MINUTES – OCTOBER 26, 2016 9:00 A.M.**

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

**FINAL**  
**Attachment A**

Other:  
 Kay Shannon  
 Libby Mee  
 Valerie Lakey  
 Beatriz Vasquez

*(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 9:00 AM in Fall River Mills.	
Requests from Audience to Speak	None	
Minutes	The minutes from the BFC meeting held 09.20.16 were approved. <b>(Whitney/Albaugh) - Approved all</b>	<b>Approved</b>
Department Presentation	<p><b>Personnel, Libby Mee – (see handout)</b></p> <ul style="list-style-type: none"> <li>• Registry staff</li> <li>• PT Staff</li> <li>• Skilled nursing recruiting</li> <li>• 4 CNA's currently in class – another class will start n January</li> <li>• Stabilizing staffing in lab</li> <li>• Acute staff is full at the moment</li> <li>• Training calendar is being developed for 2017</li> <li>• Working on time clock system</li> <li>• Questions about employee complaints – any about wages?</li> <li>• Sexual Harassment – Cal Chamber has a good resource (per Whitney)</li> <li>• Whitney will check on an Elder Abuse Video</li> <li>• Staffing is biggest challenge</li> <li>• Albaugh asked about the relationship with MVHC HR</li> </ul> <p><b>Outpatient, Kay Shannon – Consistent department (See slideshow)</b></p> <ul style="list-style-type: none"> <li>• Services provided and background</li> <li>• Gave a demonstration of some of the equipment</li> <li>• Questions about training our staff to do PIC lines – will be looking into it</li> <li>• Reviewed patient visits and referrals</li> <li>• Dr. Zittel bills for his own services – he also has a directorship, which is being reviewed and being updated.</li> </ul>	

MAYERS MEMORIAL HOSPITAL DISTRICT

BOARD FINANCE COMMITTEE MEETING  
MINUTES – OCTOBER 26, 2016 9:00 A.M.

	<ul style="list-style-type: none"> <li>• There are some difference in who we are contracted (insurance) with and who Dr. Zittel is contracted with</li> <li>• OP Services Revenue (gross)</li> <li>• Shannon meets with billing weekly.</li> <li>• Payor Mix – Medicare is largest</li> <li>• Patient payments</li> <li>• Ward met with Dr. Zittel to talk about future plans.</li> <li>• Looking at a daily travel rate</li> <li>• Outmigration</li> <li>• Discussion of Burney and Fall River days. Find out where patients are coming from.</li> <li>• Equipment received from the foundation</li> </ul>	
Financials	<p>September 2016 Financials were discussed. <b>(Whitney/Albaugh)</b> Notes as follows:</p> <ul style="list-style-type: none"> <li>• Questions about pharmacy billing – possibly look for a consultant to come on-site.</li> <li>• We will be doing an on-site Charge Master review.</li> <li>• Whitney said he will come back as a volunteer and help evaluate Pharmacy charging procedures, etc.</li> <li>• Skilled nursing patient’s daily rates may not be covering med costs.</li> <li>• Question about where SNF meds are being billed</li> <li>• Time clock system is \$39,000</li> <li>• How to get LTC rate up? Albaugh spoke with WipFli about maximizing to increase payment.</li> <li>• Average is \$414 – MMHD is \$284 – propose \$350 – we are the fourth lowest n the state. Need to do a bed comparison.</li> </ul>	Approved
Layton Construction Contract	<ul style="list-style-type: none"> <li>• No Contract at this time. Still working on some details</li> </ul>	
Administrative Report	<ul style="list-style-type: none"> <li>• Building Report – new drawings and plans. We will be meeting again on Tuesday to discuss material. Guaranteed maximum price within a couple of week.</li> <li>• Working on whether or not the CT is inside or outside.</li> <li>• Invite committee to one of the near future construction meetings.</li> <li>• Send Frank Germano and Mike Pasternak the plans, etc.</li> <li>• Physician recruitment</li> </ul>	
Adjournment	Meeting was adjourned at 10:15 am	

By: Valerie Lakey