

MAYERS MEMORIAL HOSPITAL DISTRICT
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**

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

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	<p>problems. Have not been utilizing the reports much at this time.</p> <ul style="list-style-type: none"> • We have spent \$637,000 to date on new project. Have not been receiving any of the funding yet. • Payroll Based Journal – Lakey explained (PBJ) • Albaugh asked about liability sheet. Everything should be moving into current next month • 2007 Revenue Bond – Albaugh asked clarification – should be paid around October 2018 • Albaugh asked what the asset expense of \$203,000 was in February – McKesson 14.2 upgrade – needs to be shifted to CIP until we are up and running with 14.2. It is the upgrade to keep us current with Meaningful Use. • Investigating if we can partner and share with other facilities. • Albaugh asked about labs and health fair – commercial payors are the one that end up paying more. • There was a lot of discussion about lack of referrals for labs, our pricing, Big Valley referrals. • Would like to reduce costs and increase volumes • Discussion of client bill pricing 	
<p>USDA Update</p>	<ul style="list-style-type: none"> • Financing should be in July • Bond attorney is working with USDA – DRAFT has been turned in for review. • There will be a short time when we have a revenue bond and USDA 	<p>Information</p>
<p>Administrative Report</p>	<ul style="list-style-type: none"> • Discussion about collaboration with MVHC • We are only getting 10% of orthopedic surgeries of our local residents • Some of MVHC board members are interested in attending MMHD Strategic Planning. • SEMSA – has the membership plan out. Working with SEMSA to have a reduced fee for MMHD employees. Helicopter should be here today. Critical Care Ground transport unit • Telemed is moving along • Capital Campaign is moving along. • Burney Outpatient Services – there is a proposed plan. Could be \$150,000 - \$200,000 • 401K looking at program to incentive retention. Current 3% match –discussed increase match with longevity. Look into fees from investment company. 	
<p>Adjournment</p>	<p>Meeting was adjourned at 12:40 pm</p>	

By: Valerie Lakey