

Chief Executive Officer
Louis Ward, MHA



Mayers Memorial Hospital District

Board of Directors

Michael D. Kerns, President
Beatriz Vasquez, PhD, Vice President
Abe Hathaway, Secretary
Allen Albaugh, Treasurer
Laura Beyer, Director

Board of Directors
Finance Committee
FINAL Minutes

May 23, 2018 – 10:30am
Boardroom (Fall River Mills)

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.

- 1 **CALL MEETING TO ORDER:** Board Chair Allen Albaugh called the meeting to order at 10:37am on the above date.

BOARD MEMBERS PRESENT:

Allen Albaugh, Chair, Board Member
Abe Hathaway, Board Member

STAFF PRESENT:

Louis Ward, CEO
Travis Lakey, CFO
Ryan Harris, DOO
Steve Sweet
Chris Hall
Jessica Stadem, Board Clerk

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- 2 **CALL FOR REQUEST FROM THE AUDIENCE – PUBLIC COMMENTS OR TO SPEAK TO AGENDA ITEMS**
None

3 **APPROVAL OF MINUTES**

- 3.1 A motion/second carried; committee members accepted the minutes of March 28, 2018 Hathaway/Albaugh **Approved All**

4 **DEPARTMENT REPORTS**

- 4.1 **Purchasing:** Handout provided. Discussed returns and how they are processed, used sample requisition, PO, etc.; PO records are kept PDF format; pharmacy and dietary items are not purchased through purchasing, everything else is run through purchasing; June is annual inventory, do checks more often, always really close in numbers; donate out of date supplies to specific company; departments have order approval amounts per manager, chief; Ryan and Travis double check POs; linens for laundry facility will be dealt with by Environmental Services; will be ordering supplies and equipment for new wing soon.
- 4.2 **Lab:** Discussed foot traffic in lab, has gone down since 2015; 2017 8150 visits, this year 7997; compared ambulatory visits in Burney and FR (48.3% Burney 51.7% in FR) in 2017, 1.7% decline in 2018; continue contact with clinic providers to increase visits; seems that the clinic are referring more this month, should reach out to BV clinic more; about one year since receiving Biofire machine, discussed pt payments for tests with billing office, have run 160 resp, 88 GI, commercial insu pays 84% of what we charge, PHC paid 100%, medicare pays 47%; Anita has formula for setting prices; have mirrored equipment with Alturas in case of emergencies or down time we can back up each other; DOT drug screens have to be sent out; will assess space and needs when move to new building.

5	FINANCIAL REVIEWS		
5.1	March & April Financials - A motion/second carried; committee members accepted the February Financials. Discussed costs of directorships and what departments have them; discussed costs of house purchases, will discuss further in regular board closed session.	Albaugh/Hathaway	Approved All
5.2	Accounts Payable (A/P)/Accounts Receivable (A/R) - A motion/second carried; committee members accepted the (A/P)/(A/R). Discussed new billing software, working out of several different programs, DSG was bought by Experian; discussed options for reducing travelers, reach out to more southern CA schools, progress on local registry company is going well.	Albaugh/Hathaway	Approved All
5.3	BOD Quarterly Finance Review – A motion/second carried; committee members accepted BOD Quarterly Finance Review.	Albaugh/Hathaway	Approved All
6	CONSTRUCTION CHANGE ORDER POLICY Made correction, will take to full board for approval.	Albaugh/Hathaway	Approved All
8	ADMINISTRATIVE REPORT Discussed progress on looking into daycare services, considered merging services with Intermountain preschool, still use church. POC update, in compliance as of 5/24, CDPH likely onsite in July for full survey; Susanville SNF residents may go home soon; discussed wage scale increases, will try to implement cost of living increase to accommodate.		
9	OTHER INFORMATION/ANNOUNCEMENTS		
10	ADJOURNMENT: 12:20pm Next Finance Committee Meeting – June 27, 2018 (Burney)		

Public records which relate to any of the matters on this agenda (except Closed Session items), and which have been distributed to the members of the Board, are available for public inspection at the office of the Clerk to the Board of Directors, 43563 Highway 299 East, Fall River Mills CA 96028. This document and other Board of Directors documents are available online at www.mayersmemorial.com.