Board of Directors

**Finance Committee**

**Minutes**

August 22, 2018 – 10:30am

Boardroom (Burney)

*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.*

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| 1 | **CALL MEETING TO ORDER:** Board Chair Allen Albaugh called the meeting to order at 10:37am on the above date. | | | | |
| **BOARD MEMBERS PRESENT:** | | | **STAFF PRESENT:** | | |
| Allen Albaugh, Chair, Board Member  Abe Hathaway, Board Member | | | Louis Ward, CEO  Travis Lakey, CFO  Ryan Harris, DOO  Libby Mee  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 July 23, 2018. | | Hathaway/Albaugh | **Approved All** |
| 4 | **DEPARTMENT REPORTS** | | |  |  |
|  | 4.1 | **Human Resources**: In addition to written report. Reviewed departments that use registry, explained long-term contracts for 13-weeks, would prefer to not put 13-weekers in new house, use for short term stays only; Shasta College CNA class is working well to bring in CNAs, working with Hunter Ambrose for more difficult to fill positions (Infection Control RN, RD), using indeed.com, website, Hunter Ambrose job boards to get more exposure, working with Delta to fill clinical positions, have hired new CLS, interviewed a few candidates for radiology tech, Shasta College LVNs will be doing clinical rotation at MMH, working with CNO on position control chart to determine appropriate numbers for staffing , reaching out to other hospitals for nursing wage info to try to be more marketable and desirable, working with other facilities gathering information on how to best recruit doctors, current ER docs are interested in working with MMH on employment instead of working through EmCare. | | | |
|  | 4.2 | **Imaging:** Moved to next month. | | | |
| 5 | **FINANCIAL REVIEWS** | | |  |  |
|  | 5.1 | July Financials - A motion/second carried; committee members accepted the financials. | | Hathaway/Albaugh | **Approved All** |
|  | 5.2 | Accounts Payable (A/P)/Accounts Receivable (A/R) - A motion/second carried; committee members accepted the (A/P)/(A/R). | | Hathaway/Albaugh | **Approved All** |
|  | 5.3 | BOD Q Finance Review – A motion/second carried; committee members approved. | | Hathaway/Albaugh | **Approved All** |
| 6 | **Wellness Feasibility Study Presentation by WipFli**: Discussed concerns with patient numbers if open new clinic, how many patients would have to been seen each hour in order to be sustainable. | | | | |
| 7 | **ADMINISTRATIVE REPORT:** Discussed new nurse call system, reviewed quote, needs to be approved by OSHPD, ER call system included in budget for new building but not the rest of the building, Layton will credit back money from budget to be used towards new system | | | | |
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| 8 | **OTHER INFORMATION/ANNOUNCEMENTS:** | | | | |
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| 9 | **ADJOURNMENT:** 12:15pm | | | | |
|  | Next Finance Committee Meeting– September 24, 2018 (Fall River Mills) | | | | |