

Chief Executive Officer
Louis Ward, MHA



Mayers Memorial Hospital District

Board of Directors
Beatriz Vasquez, PhD, President
Abe Hathaway, Vice President
Laura Beyer, Secretary
Allen Albaugh, Treasurer
Jeanne Utterback, Director

**Board of Directors
Finance Committee
Minutes**

October 23, 2019 – 10:30 am
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.

- 1 **CALL MEETING TO ORDER:** Abe Hathaway called the meeting to order at 10:32 am on the above date.

BOARD MEMBERS PRESENT:

Abe Hathaway, Committee Chair
Allen Albaugh, Board Member

ABSENT:

STAFF PRESENT:

Travis Lakey, CFO
Ryan Harris, COO
Louis Ward, CEO
Candy Vculek, CNO
Libby Mee
Diana Groendyke
Val Lakey, Board Clerk

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- 2 **CALL FOR REQUEST FROM THE AUDIENCE – PUBLIC COMMENTS OR TO SPEAK TO AGENDA ITEMS**

None

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- 3 **APPROVAL OF MINUTES**

3.1 A motion/second carried; committee members accepted the minutes of September 25, 2019 **Albaugh/Hathaway Approved All**

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- 4 **DEPARTMENT REPORTS**

- 4.1 Human Resources – Libby Mee – See written report. Elimination of registry staff is a goal. Have eliminated Respiratory, Physical Therapy registry. Currently using 4 companies for direct marketing. Also using registry companies. HR department is working with the compliance on the registry staff. Acute needs 9.7 FTE – we are at 5 with one out on maternity leave. ED needs 9 FTE RN's as well. Discussed the ratios. This is a real issue that we are actively working on.
Graduated CNA's (3) are now employed. We have 3 in the current program. Building the roster for January.
\$40,000 paid out in bonus programs.
- 4.2 Director of Nursing – SNF – Diana Groendyke – See written report. Revenue is up in the first quarter of the fiscal year. (Due to raise in Partnership rates) Average census is 73. Year to date days is up. 408 days ahead of last year. Challenged by physician availability for admissions. Watson and Dahle are the two physicians that can admit to the SNF. Working on recruiting mid-levels to help with the challenges. Much discussion about SNF physician coverage and solution. Albaugh suggested tracking memory care nursing care hours. Annex contract employee has been working well and will become our employee. Survey went very well. Number one focus is resident safety. Discussed outside activities – usually about one time per month.

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- 5 **FINANCIAL REVIEWS**

5.1 **September 2019 Financials** – Reviewed financials with CFO Travis Lakey. Albaugh brought up some ideas regarding health insurance and premiums and employees over 65. Lakey and Mee will check into it. Albaugh asked about Bond revenue. Albaugh inquired about the ability to buy back our own bond. There is no clear answer. Discussed clinic financing (CHFFA and USDA are possibilities.) Discussion on HVAC and long-term plan for replacement.

5.2 **Accounts Payable (A/P)/Accounts Receivable (A/R)** **Albaugh/Hathaway Approved All**

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- 6 **NEW BUSINESS:**

6.1 **None**

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- 7 **ADMINISTRATIVE REPORT – Will report at the full board meeting.**

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- 9 **OTHER INFORMATION/ANNOUNCEMENTS**

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- 10 **ADJOURNMENT**

Next Finance Committee Meeting: December 4, 2019, Burney