

Chief Executive Officer
Louis Ward, MHA



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

Finance Committee Meeting Agenda

March 28, 2018 10:30am
Boardroom (Fall River Mills)

Attendees

Allen Albaugh, Chair, Board Member
Abe Hathaway, Board Member
Louis Ward, CEO
Travis Lakey, CFO

1	CALL MEETING TO ORDER	Chair Allen Albaugh				
2	CALL FOR REQUEST FROM THE AUDIENCE - PUBLIC COMMENTS OR TO SPEAK TO AGENDA ITEMS				Approx. Time Allotted	
3	APPROVAL OF MINUTES					
	3.1	Regular Meeting – February 28, 2018	Attachment A	Action Item	2 min.	
4	DEPARTMENT REPORTS					
	4.1	Environmental Services	Sherry Rodriguez	Attachment B	Report	10 min.
5	FINANCIAL REVIEWS					
	5.1	February Financials		Sent by Travis Lakey	Action Item	5 min.
	5.2	Accounts Payable (AP)/Accounts Receivable (AR)			Action Item	5 min.
6	SOLAR PROPOSAL PRESENTATION		Attachment C	Information		
7	AUDIT PRESENTATION			Information		
8	ADMINISTRATIVE REPORT	Louis Ward		Report	10 min.	
9	OTHER INFORMATION/ANNOUNCEMENTS			Information	5 min.	
10	ADJOURNMENT: Next Regular Meeting – April 25, 2018 (Burney)					

P.O. Box 459 – 43563 Highway 299 East, Fall River Mills, CA 96028 Tel. (530) 336-5511 Fax (530) 336-6199 <http://www.mayersmemorial.com>

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.

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Mayers Memorial Hospital District

Board of Directors
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Board of Directors
Finance Committee
Minutes

February 28, 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.

- 1 **CALL MEETING TO ORDER:** Board Chair Allen Albaugh called the meeting to order at 10:33am on the above date.

BOARD MEMBERS PRESENT:
Allen Albaugh, Chair, Board Member
Abe Hathaway, Board Member

STAFF PRESENT:
Travis Lakey, CFO
Ryan Harris, DOO
Krissy Eades
Dave Burks
Jessica Stadem, Board Clerk

OTHERS PRESENT:

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 January 24, 2018 Hathaway/Lakey **Approved All**

4 **DEPARTMENT REPORTS**

- 4.1 **Environmental Services** – Requested to move to March, wanted time to collect quote information on in-house linen and laundry.
- 4.2 **Emergency Room** – Presented PowerPoint. Paragon updated in December, big change to doctor documentation process; registration workflow process has been changed in an attempt to capture door-to-physician time more accurately; revenue compared to last year is ahead; most of the expenses is doctor contracts; non-emergent visits are usually paid by Medi-Cal, sometimes issues with private insurance, could get paid more if able to redirect patient to clinic; staff in ER help with clerical work, looking for education opportunities in-house (mock codes); meet with SEMSA supervisors regularly to check on how things are going, utilizing ambulance from Adin on non-critical transfer patients; nursing documentation class provided in April by EmCare representative.
- 4.3 **Maintenance** – Written report provided. Wireless thermostat system installed; new fire doors in the Fall River facility; new windows in SNF as part of renovation; LED lights in parking lot in Burney, will save money on electric bill; purchased new pickup, better towing capability; saving a lot of money by doing our own trash hauling; need to start looking into process for replacing fire panel in Burney, before there is a failure.

5 **FINANCIAL REVIEWS**

- | | | | |
|-----|--|------------------|---------------------|
| 5.1 | January Financials - A motion/second carried; committee members accepted the January Financials. | Albaugh/Hathaway | Approved All |
| 5.2 | Accounts Payable (A/P)/Accounts Receivable (A/R) - A motion/second carried; committee members accepted the January Accounts Payable (A/P)/Accounts Receivable (A/R). | Albaugh/Hathaway | Approved All |
| 5.3 | BOD Q Finance Review - A motion/second carried; committee members accepted the BOD Q Finance Review. | Albaugh/Hathaway | Approved All |

6 **BUILDING UPDATE**

Jan. 31 verbal OK for potable water solution, still need alternate means of compliance to be signed off, must have tank on-site, min. 5,000 gallons; \$850k quote for installation of tank to meet compliance; re-bid after adjustments, \$550k; looking into well.

7 **ADMINISTRATIVE REPORT**

Discussed installing fence around property in Burney and installing cameras at front door, requiring everyone to be buzzed into facility, to increase security; manned security service quote for 14 hours/7 days is \$130k; will continue researching options.

8 **OTHER INFORMATION/ANNOUNCEMENTS**

9 **ADJOURNMENT: 1:20pm**

Next Finance Committee Meeting – March 28, 2018 (Fall River Mills)



EMERGENCY DEPARTMENT BOARD FINANCE REPORT 2018

KRISSY EADES, RN/ER LEAD SUPERVISOR



FINANCIAL OVERVIEW

- Total Revenue YTD \$4,525,978.96
- Total Expenses YTD \$1,358,572.08
- Revenue minus Expenses \$3,167,406.88

A FEW EMERGENCY DEPARTMENT STATS

- Visits are up by 2.22% through January compared to last year
- 2016 Calendar Year Visit Total **3,976**
- 2017 Calendar Year Visit Total **4,134**
- There have been 2.25 million in payments from ER patients through January of this FY. (Includes Lab and Radiology services)
- Due to the high % of Medi-Cal and pro fees we collect 38 cents for every dollar we charge in the ER



HIGHLIGHTS

A YEAR OF ADJUSTMENTS



OVERCOMING CHALLENGES

-STRENGTHENING RELATIONSHIPS AMONGST DEPARTMENTS

- **Purchasing:** After noting that we were losing charges for blood pressure cuffs, we adapted our process. We no longer take them from the Pyxis. A box is now checked on the Nursing Charge Form which has greatly increased our charge capture. Our overall Pyxis inventory counts are improving with fewer discrepancies each month.
- **Medical Records:** We developed a Billing Audit sheet that the nurses complete on each patient chart to ensure necessary components of documentation are present to ensure charge capture.
 - Example: IV fluid start and stop times
- **Pharmacy:** Worked with Keith to ensure the medication Pyxis was clearing previous patients in a more timely fashion. This is helping to prevent further errors and billing issues due the wrong patient or patient visit being selected when removing medications.

\$ 10,000 DONATION RECEIVED

- The Equipment list for the New Building was used to help us select equipment to purchase from the donated funds
- New Items include :
 - A new scale in the triage room
 - A patient lift
 - New bedside trays/mayo stands
 - New stools
 - New trash bins

Generous community member requested funds be used to purchase new equipment for ED

STAFFING UPDATES

Refining New Structure/Model

- 2 RN's staffed during the day
- 1RN and 1LVN or ER tech at night
- 1 full-time RN resigned in January
- 3 full-time positions have been filled recently (1 Nursing Supervisor, 2 Resource RN)
- Continue to promote cross-training and staff development amongst departments
- SEMSA staff remain available when needed

Promoting Education

- All ER and Resource Nurses now have TNCC with 4 nurses completing training since the Fall
- Sending 3 ER nurses to upcoming MICN course in March
- New Resource RN's to shadow with Burney Ambulance and in ER in Redding for additional experience
- Free classes by Envision/EmCare representative
- Triage Training to be provided by CNO
- Participating in Pediatric Readiness Quality Collaborative with UC Davis

-
- ❖ **Maintaining High Standards and Improving Quality Measures**
 - ❖ **Increasing Data Capture for Reporting Purposes**
 - ❖ **Staying Relevant and Reliable for the Community We Serve**
 - ❖ **Managing Expenses without Compromising Service**
 - ❖ **Continuing to Develop Community Partners**
 - ❖ **Preparing for Transition to the New Building**

LOOKING AHEAD... And Keeping these Goals in Mind!



HOSPITAL DISTRICT
Always Caring. Always Here.

[Learn More](#)



QUESTIONS?

Thank you for your time!

Board Finance Committee / Maintenance Department

(February 28, 2018)

- (1.) There have been many positive changes over the last year enhancing the infrastructure of Mayers Memorial Hospital. Our Fall River facility received new windows in the SNF area, new fire corridor doors, and wireless thermostats allowing us to make room temperature changes from smart phones. In Burney the parking lot lighting was retrofitted with LED bulbs. This replaced the old sodium vapor bulbs and the need for ballast. The LED bulbs emit better lighting and use far less energy. The purchase of the new shop P/U will allow us to continue saving on trash disposal. Dumpsters were used for 1 ½ months at both faculties with the cost of \$3,523.00. In house average cost is \$1,150 a month for trash disposal.
- (2.) Federal, State, and Fire Life and Safety surveyors perform annual inspections on our facilities to provide a safe and comfortable environment for our patients and residents. Routine inspection and logs are done weekly, monthly, bi-annually and annually by the maintenance department. Test and inspections are documented and retained for surveyor's inspection. Items tested that don't meet requirements are repaired immediately. Many of our inspections must be performed by licensed certified specialist per regulations.

: Services required by licensed certified inspections,

- (1.) Peterson Power Systems/ Generator inspections and repairs,
Annual Inspection, Burney \$1183.00 /Bi-annual, \$554.00
F.R.M. \$1183.00 /Bi-annual, \$653.00
Required Full Load Test every 2 years per facility \$757.00
Total \$5087.00
- (2.) Door 28 /Fire Corridor Door Inspection, Burney and F.R.M.
Annual Inspection, \$1300.00 /Travel Time \$840.00 /
Overnight expense \$465.00 / Total \$2605.00
- (3.) Hue & Cry / Alarm Panels, Smoke Detectors, Fire pull Boxes,
Burney and F.R.M. /Annual Inspection, Contract \$309.00
monthly rate, Annual Total \$ 3700.00
- (4.) Mike Murray Plumbing / Fire Sprinkler System, Annual Riser
and Sprinkler Inspection, Burney, \$400.00
F.R.M. \$400.00
Total \$800.00
- (5.) Foothill Fire Protection / Fire Suppression System Inspection
Bi –annual inspections Burney \$394.00 x 2 = \$788.00
F.R.M. \$328.00 x 2 = \$ 658.00

(6.) Foothill Fire Protection / Extinguisher Service and Certification,
Burney and F.R.M. Annual Inspection \$1150.69

Total \$2596.00

(7.) Mouseman/ Exterminator \$640.00 month, Annually \$7680.00

(8.) Stericycle / Bio Hazardous Waste Disposal, monthly \$2500.00

Annual Total \$30,000.00

Respectfully Submitted by David A. Burks / Maintenance Manager

FINANCE BOARD MEETING FOR MARCH

Environmental Services

In house laundry cost analysis:

Equipment cost: \$32,800.00

Quote for 60lb washer - \$14,200

Quote for Dryer - Waiting on Dryer

Wire Rack \$136.00 x 2 - \$272.00

Bulk carts \$400.00 x 2 - \$800.00

Did a walk through with Ryan and Alex on the building and discussed what we needed to do and what I wanted done to make it flow nicely.

Currently getting price quotes on linens from two different vendors.

The easiest way to go solar
PAY AS YOU GO

Thursday March 8th, 2018

Design: REC

Mayers Memorial Hospital District

43563 Ca-299 Fall River Mills, C 96028

We are proposing a **540.2kWp** Ballasted on Flat TPO Roof system estimated to generate 713,115kWh in year 1.

Under the **Pay As You Go** program you buy solar electricity at a substantially lower cost than the utility with **no up front money, a positive cash flow and without adding any debt** while monetizing some of the solar tax incentives. We invest and build the system. Once the system is up and running you pay for the power generated.

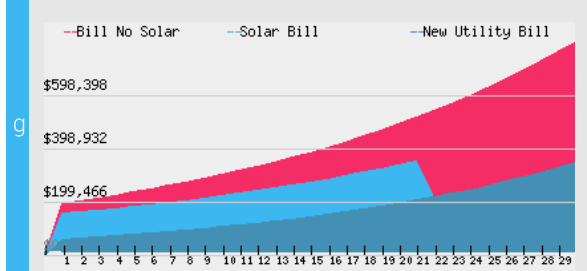
- Save money from day 1 with no up front cost.
- Protect your organization against rising electricity rates.
- Solar price is locked for 25 years.
- No need to worry about repairs, we maintain the system at no cost to you.
- Renew, buyout, upgrade, or free removal at the end of the term.
- **Pros:** No risk to you, we put up all the money, if the system does not work you don't pay.
- **Cons:** It is a 25 year commitment but the price of solar electricity and escalator are locked from day 1 for the duration of the program.

Savings Analysis based on your consumption

Pay As You Go

a	12 mo. Electric Bill Before Solar ^{*1} for all meters (see back for details)	\$193,838
b	Est. 12 mo. Electric Bill After Solar ^{*2} for all meters (see back for details). This will be paid to the utility.	\$59,446
c	Est. first 12 mo. Pay As You Go Payment ^{*3}	\$95,985
d	Est. Savings for first 12 months ^{*4} (a) minus (b) minus (c)	\$38,407
		20%
e	Est. 20 Year Savings ^{*5}	\$1,739,404
f	Est. 30 Year Savings	\$5,357,732

Est. 30 Year Cash Flow



The red area represents the electric bill if you don't go solar. The blue areas shows the new electric bill and solar bill. The difference between the blue and red is your savings.

^{*1} ^{*2} ^{*3} ^{*4} ^{*5} See Long Term Cash Flow Table on page 2 for footnotes and details.



Our team has built & financed \$350M of solar projects. We focus exclusively on helping nonprofits and schools.



Destiny Church, Rocklin, CA 1,000kW



Quail Lakes Church, Stockton, CA 276kW



Church of the Foothills, Cameron Park, CA 127kW



Bryte Baptist Church, Sacramento, CA 157kW



Lutheran Church of Resurrection, Granite Bay, CA
 Proposal expires in 7 days (Mar 15th, 2018)

CONFIDENTIAL

Recent Projects

Pay As You Go Terms

Solar System Size	540.2kWp DC (1688 solar panels)
Est. Generation first 12 months	713,115kWh/y1, yield 1,320kWh/kWp/y1
Price x kWh	\$0.1346
Duration / Term	25 years
Price annual inflation	2.9%

Included	Warranties	Assumptions	Excluded
Engineering, procurement, construction, interconnection of a turnkey solar system	- 25 year solar panel production warranty - 20 year Inverter warranty - 20 year K12 Solar workmanship warranty - Performance warranty - Bonded and Insured	- Access to site during business hours - No prevailing or union work required - K12 is not liable for unmarked or mislabeled underground utilities - 24 hour security is not required - K12 is not liable for injury from a marked safety area	- Tree and stump removal - Hard rock excavation - Utility transformer upgrade - Switchgear upgrade - Clearing and demolition - Remodel of existing buildings - Removal of hazardous materials - Subexcavation - Removal unsuitable soils - Relocation of existing utilities - Landscaping - SWPP Implementation - Parking lot restriping

Meter(s) included in this proposal

The total consumptions for all meters analyzed is 1,016,963kWh with an overall average price of 0.191 \$/kWh (total bills / kWh)

Meter	Before Solar Bill				Est. After Solar Bill				
	Demand	Energy	Charges	Total	Demand	Energy	Charges	Total	kWp
E19-4099 1009514099 ¹	\$4,124	\$5,023	\$7,195	\$16,342	\$0	\$0	\$1,034	\$1,034	28.2
E19-8736 1006728736 ²	\$70,438	\$99,863	\$7,195	\$177,496	\$35,188	\$2,585	\$20,639	\$58,412	512.0
Totals	\$74,562	\$104,886	\$14,390	\$193,838	\$35,188	\$2,585	\$21,673	\$59,446	540.2

¹Period 1/17-12/30 E19 to A6; \$721 NBC²Period 1/17-12/30 E19 to E19R, \$13K NBC

Long Term Cash Flow

Year	Old Electric Bill ¹	Est. New Electric Bill ²	Solar Bill ³	Est. Savings ⁴	Est. Cumulative Savings
1	\$193,838	\$59,446	\$95,985	\$38,407	\$38,407
2	\$203,530	\$63,406	\$98,077	\$42,046	\$80,453
3	\$213,706	\$67,606	\$100,215	\$45,885	\$126,338
4	\$224,392	\$72,060	\$102,400	\$49,932	\$176,270
5	\$235,611	\$76,783	\$104,632	\$54,197	\$230,466
6	\$247,392	\$81,790	\$106,912	\$58,690	\$289,156
7	\$259,761	\$87,096	\$109,243	\$63,422	\$352,578
8	\$272,750	\$92,720	\$111,624	\$68,405	\$420,984
9	\$286,387	\$98,679	\$114,057	\$73,651	\$494,635
10	\$300,706	\$104,993	\$116,543	\$79,170	\$573,805
11	\$315,742	\$111,681	\$119,083	\$84,977	\$658,782
12	\$331,529	\$118,765	\$121,679	\$91,085	\$749,867
13	\$348,105	\$126,267	\$124,331	\$97,507	\$847,374
14	\$365,510	\$134,211	\$127,041	\$104,258	\$951,632
15	\$383,786	\$142,622	\$129,810	\$111,354	\$1,062,986
16	\$402,975	\$151,525	\$132,640	\$118,810	\$1,181,796
17	\$423,124	\$160,950	\$135,531	\$126,643	\$1,308,439
18	\$444,280	\$170,924	\$138,485	\$134,871	\$1,443,310
19	\$466,494	\$181,480	\$141,504	\$143,511	\$1,586,821
20	\$489,819	\$192,648	\$144,588	\$152,583	\$1,739,404
21-30	\$6,468,935	\$2,702,866	\$147,740	\$3,618,329	\$5,357,732

¹Your bill if you don't go solar assuming an annual inflation rate of 5.0%. This number excludes taxes and fees.

²Annual amount you would expect to pay the utility if you go solar. This number exclude taxes and fees. We assume an annual electricity inflation of 5.0% and a solar system overall generation degradation of 0.7%. We also assume your consumption in the future will be identical to the period we analyzed and that the utility will not change price/rate structures or net metering. This is based on a typical meteorological year at your location.

³Solar bill that is calculated as the kWh generated times the kWh price adjusted annually by an inflation of 2.90%.

⁴Your current electric bill minus your new utility bill minus your new solar bill. We assume at the end of the term you buy the solar system from us.

Documents Required

1. Financials: most recent year-to-date financial statements, plus the two prior years historical financial statements, including balance sheet and income statement (P&L)
2. Mortgage deed of trust & recent statements
3. Articles of Incorporation & By-Laws
4. Copy of recent appraisal, if available

Prepared By

Dean Marks
Senior Analyst



K12 Solar

<http://www.k12solar.com/>

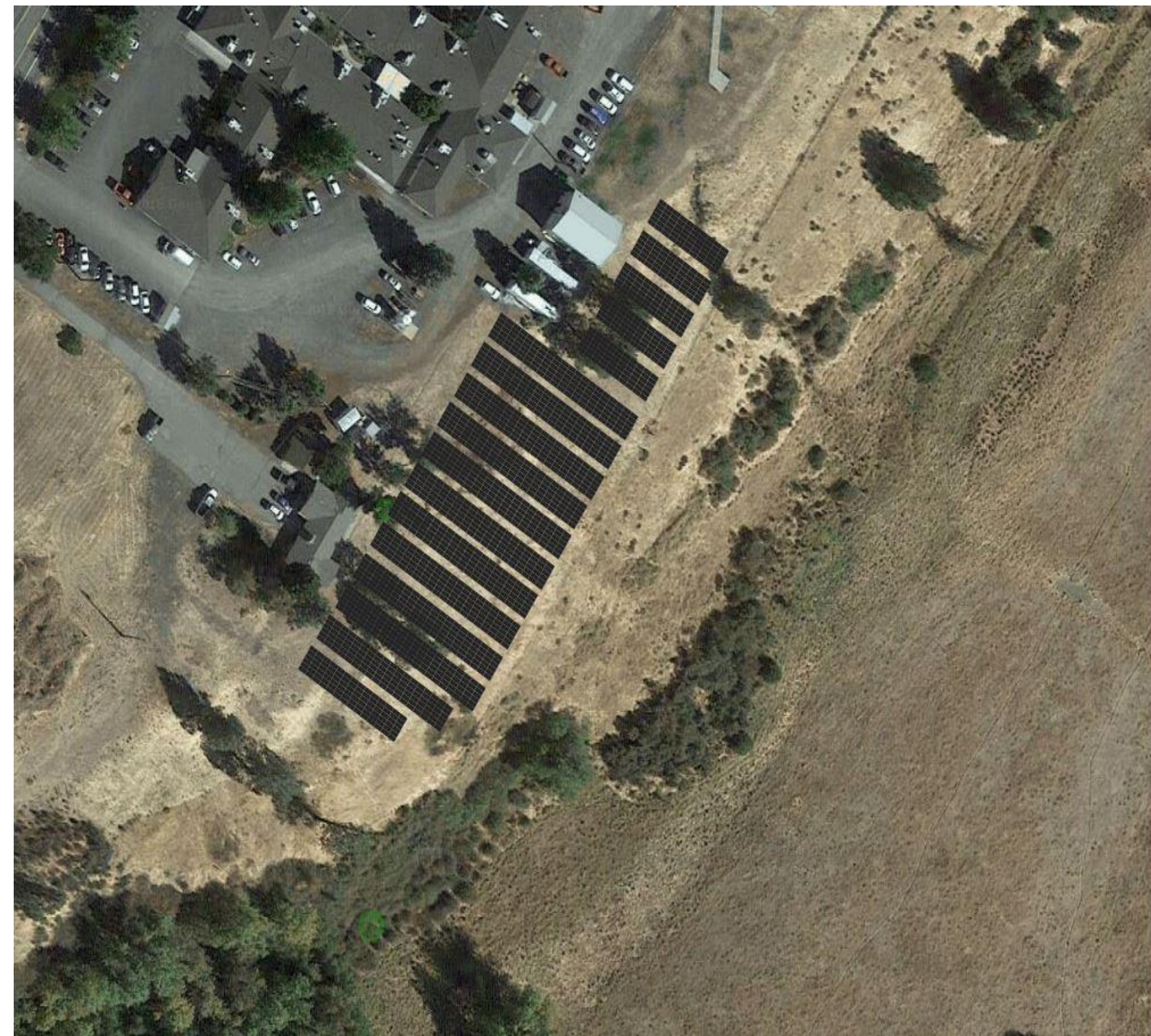
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Phone: 916-871-0552

Main Phone: 916-583-7000

5072 Hillsdale Cir. Suite 201

El Dorado Hills, CA 95762



Modules: 1,692

System Size (STC): 541.44 kW