

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

July 23, 2018 – 11:00am

Boardroom: Fall River Mills

### Attendees

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

1	<b>CALL MEETING TO ORDER</b>		
2	<b>CALL FOR REQUEST FROM THE AUDIENCE - PUBLIC COMMENTS OR TO SPEAK TO AGENDA ITEMS</b>		
3	<b>APPROVAL OF MINUTES</b>		
3.1	Regular Meeting – June 27, 2018	Attachment A	<b>Action Item</b>
4	<b>DEPARTMENT REPORTS</b>		
4.1	Surgery	Attachment B	Report
5	<b>FINANCIAL REVIEWS</b>		
5.1	June Financials		<b>Action Item</b>
5.2	Accounts Payable (AP)/Accounts Receivable (AR)		<b>Action Item</b>
6	<b>WELLNESS FEASIBILITY STUDY</b>		<b>Discussion/Action Item</b>
7	<b>ADMINISTRATIVE REPORT</b>		Report
8	<b>OTHER INFORMATION/ANNOUNCEMENTS</b>		Information
9	<b>ADJOURNMENT:</b> Next Regular Meeting – August 22, 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>

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**Mayers Memorial Hospital District**

**Board of Directors**

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**Board of Directors  
Finance Committee  
Minutes**

June 27, 2018 – 11:30am  
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 11:30am 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  
Jessica Stadem, 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 May 23, 2018. Hathaway/Albaugh **Approved All**

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- 4 **DEPARTMENT REPORTS**  
4.1 **Cardiac:** Written report provided. Discussed current costs to patients, usage by staff, would it be beneficial to open to public at some point, other healthcare districts run public gyms.

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- 5 **FINANCIAL REVIEWS**  
5.1 May Financials - A motion/second carried; committee members accepted the February Financials. Albaugh/Hathaway **Approved All**

Discussed nursing ratios and use of registry; discussed allotment of sick hours required for different categories of employees (part-time, per diem); posted internally for Billing Lead positions, oversees business office; working on SNF admit process to reduce number of Medi-Cal pending residents.

- 5.2 Accounts Payable (A/P)/Accounts Receivable (A/R) - A motion/second carried; committee members accepted the (A/P)/(A/R). Albaugh/Hathaway **Approved All**

Reviewed budget notes, including what the construction donations were, CNA course, salaries, interest is up because of USDA loan, capital projects, water heater replacement costs.

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8 **ADMINISTRATIVE REPORT**

Will report at full board meeting, heads up on reporting changes to license, change license to 16 bed acute (which is accurate), will have to be action item on July agenda.

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9 **OTHER INFORMATION/ANNOUNCEMENTS**

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10 **ADJOURNMENT:** 12:37pm

Next Finance Committee Meeting – July 23, 2018 (Fall River Mills)

## Attachment B



# Outpatient Surgery Finance Board Report July 2018

MAYERS MEMORIAL HOSPITAL

# Accomplishments:

- ❖ October 2017 – Surgery Dept transitioned over from Operations every week to Operations every other week.
- ❖ MMH was able to secure a CRNA from Lakeview Hospital, Gabe Garton (however he is not always available), therefore we fill in with Rhett Wigger and Locum Staff
- ❖ Dr. Guthrie requested that MMH provided back injection for his patients, this required the recent purchasing of a new OR bed attachment. We should be scheduling patients for this by next month.
- ❖ MMH also purchased Carpal Tunnel instruments and some basic Ortho Shoulder instruments. This makes the turn around quicker between patients and decreases the cost of renting equipment ( the shoulder instruments were becoming difficult to receive by procedure date because of where they are shipped from).
- ❖ OP Admitting/Discharge area was completely moved to the old OB rooms, and the old Nursery area has now become our MD and Nurse charting area (Thank You to the Maintenance Dept for their assistance and remodel)



## Unforeseen Expenses

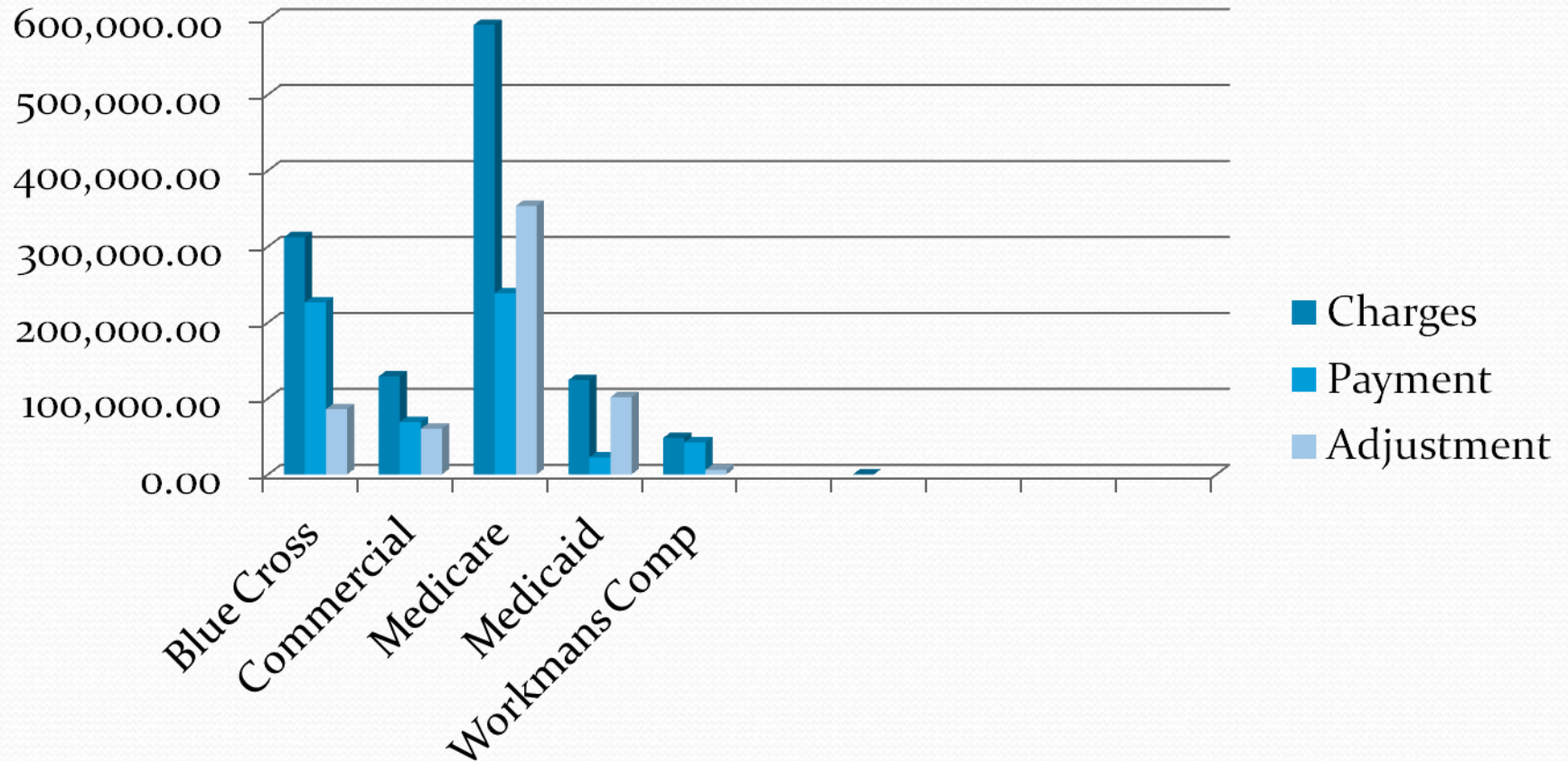
- ❖ Repairs to Autoclave and Steris equipment
- ❖ Cancelled Surgical cases d/t widespread power outage (1 day)
- ❖ Cancelled cases d/t hot water heater issues (1 day)
- ❖ New OR bed attachment for Back Injections (Dr. Guthrie)
- ❖ Repairs to our Endoscopy scopes d/t Patients biting the scope or just in need of repair
- ❖ Closure of OR happened on several different scheduled OR weeks d/t not being able to secure a CRNA.  
Starting with 2018-2019 FY MMH will be using Locum CRNA Staff to fill in these voids.

	Revenue Adjudicated to Zero	Payments	Adjustments	Payment %	Contractual %
<b><u>S - SURGERY</u></b>	<b><u>\$ 1,205,354.97</u></b>	<b><u>\$ 598,339.42</u></b>	<b><u>\$ 607,015.55</u></b>	<b><u>49.64%</u></b>	<b><u>50.36%</u></b>
BC - BLUE CROSS	\$ 312,184.71	\$ 226,359.07	\$ 85,825.64	73%	27%
CO - COMMERCIAL	\$ 129,065.55	\$ 68,966.26	\$ 60,099.29	53%	47%
MC - MEDICARE	\$ 591,684.11	\$ 238,391.06	\$ 353,293.05	40%	60%
MD - MEDICAID	\$ 124,227.50	\$ 22,490.56	\$ 101,736.94	18%	82%
W/C - WORK COMP	\$ 48,048.10	\$ 42,132.47	\$ 5,915.63	88%	12%

Any Financial questions in regards to this slide please refer to Travis Lakey



Fiscal Year 2018  
Payment vs. Contractual  
of Patient Accounts that have a "Zero Balance"





# 2018 Surgery Stats

Surgery Stats: FY 2017-2018													
	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	TYD 2018
IP	2	1	2	3	1	0	1	0	3	2	0	0	15
OP	7	4	4	11	5	6	11	6	5	5	8	9	81
Total	9	5	6	14	6	6	12	6	8	7	8	9	96
<b>Procedures</b>													
FY 18	8	15	22	12	8	6	21	17	11	14	8	8	150
FY 17	13	27	18	11	18	16	11	16	16	18	7	12	183

Total # of Surgeries **increased** by 4 from last Fiscal Year

IP **decreased** by 9 (Closure of OR happened on several different scheduled OR weeks d/t not being able to secure a CRNA. Starting with 2018-2019 FY MMH will be using Locum CRNA Staff to fill in these voids)

OP Surgeries **increased** by 14

OP Procedures **decreased** by 33

# Expenses

	Revenue	Expenses	Difference	
Anesthesia	\$397,617.00	\$177,892.76	\$219,724.24	
Central Supply	\$0.00	\$41,432.86	(\$41,432.86)	This is a non-profit generating Dept. this consists of Staffing Expenses only
Recovery Room	\$184,106.00	\$22,838.08	\$161,267.92	
Surgery	\$1,582,157.76	\$525,166.08	\$1,056,991.68	
<b>Totals</b>	<u>\$2,163,880.76</u>	<u>\$767,329.78</u>	<u>\$1,396,550.98</u>	

- For the FY 2018, the Surgery Dept started to provide surgery services every other week as of Nov 2017
- 1 PT RN always scheduled for surgery weeks, additional RNs were staffed on an “As needed” basis which is driven by the number of scheduled Patients for that day (we do utilize additional RN Staff from the Acute side on heavy scheduled days)
  - OR Lead will have 1 Administrative Day per week on non-surgery/procedure days, and then will act as the Circulating RN for scheduled surgery/procedure days and during non-surgery weeks float to another Dept. for the non surgery week
  - Decrease in CRNA Staffing from 1 FT (as of Nov 2017) to potentially 1PT (this is still in the negotiation stage as we still use 1 Contracted Staff CRNA as needed)
  - Decrease in “On-Call” hours from 2 days a week to 2 days every other week for RN and Scrub Tech’s (only when we have a scheduled CRNA / Surgeon)