

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

July 29, 2020 – 10:30 am
Teleconference Call – FULLY Remote

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 10:30 am on the above date.		
	BOARD MEMBERS PRESENT: Abe Hathaway, Committee Chair Allen Albaugh, Board Member	STAFF PRESENT: Keith Earnest, CCO Ryan Harris, COO Travis Lakey, CFO Louis Ward, CEO Jessica DeCoito, Board Clerk	
	ABSENT:		
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 June 17, 2020	<i>Albaugh, Hathaway</i> All Approved Albaugh – Y Hathaway - Y
4	DEPARTMENT REPORTS: Written reports submitted.		
	4.1	Surgery: No further questions. Surgery is doing really well with a full schedule. New RN in the Surgery Dept. Looking at bringing on a new surgeon.	
	4.2	Cardiac Rehab: happy to open back up to some patients to help with their rehabilitation.	
	4.3	Telemedicine: no further questions. Well run department and a beneficial program to our community. Thankful for the telemed opportunities for our residents, patients and community members during the current COVID environment.	
	4.4	Dietary: staffing has stabilized in the department with some changes to the leadership team which will help team members on each source. Point of Sale system has been a huge help with streamlining the meal process outside of tray lines. The new lunch program has been a huge boost to staff morale with all the menu offerings and quickness of meal preparation.	
	4.5	Patient Access: no further questions.	
	4.6	HIM: the Medical Records team are doing very well in keeping records up to date and completed efficiently and on time.	
	4.7	Retail Pharmacy: We have seen 2114 different patients that have used the Retail Pharmacy. FR & McArthur patients have the largest percentage of patients, but we have seen patients from all over the district. 67% are new prescriptions with 33% prescriptions as refills. May need to look at marketing the over the counter items better. Drive up window has been the more popular mode of getting prescriptions picked up. We will be spending time putting a marketing plan together for the Retail Pharmacy as a whole. 340B continues to be an area we are trying to understand and work out.	
5	FINANCIAL REVIEWS		
	5.1	May & June 2020 Financials: Cash on Hand 285 – high due to the CARES Act payment that was received, AR Days at 63. Traveler expenses are down compared to last year. Request to see expenses on Memory Care patients.	<i>Albaugh, Hathaway</i> All Approved Albaugh – Y Hathaway - Y
	5.2	Accounts Payable (AP) & Accounts Receivable (AR): AP was high with construction invoices being paid in July.	
	5.3	Board Quarterly Finance Review: reviewed by both Director Hathaway and Director Albaugh and recommended to full board for approval.	<i>Hathaway, Albaugh</i> All Approved Albaugh – Y Hathaway - Y
6	ADMINISTRATIVE REPORT – researching opportunities to do a flu shot program through our Retail Pharmacy. Working on the Licensing application for the New Hospital Wing – hoping to get them up here for inspection by August 18 th . Plans are in place for moving all of the equipment into place. PG&E event occurred last night with an undersized transformer and situation was rectified (7/29/2020). Employee		

	Appreciation day or week plans are going into place to show our team our appreciation for their hard work. Opportunity being researched to look at the Skilled Nursing van. Admin Building budget will have final numbers - initial budget at \$300,000 but current expenses are around \$150,000, well under budget with the use of extra materials from Riverview House remodel.
7	OTHER INFORMATION/ANNOUNCEMENTS: no announcement
8	ADJOURNMENT – 11:58 AM
	Next Finance Committee Meeting: August 26, 2020

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.