

**MAYERS  
MEMORIAL  
HOSPITAL  
DISTRICT**

# Finance Committee Meeting

Wednesday, October 26, 2016 – 8:30 am

Board Room, Fall River

<b>Meeting called by:</b>	Allen Albaugh, Chair	<b>Type of meeting:</b>	BOD Committee
<b>Attendees:</b>	Allen Albaugh, Committee Chair, Board Member Art Whitney, Board Member Louis Ward, CEO Travis Lakey, CFO	<b>Board Clerk:</b>	Valerie Lakey

----- Agenda Topics -----

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1) Meeting Called To Order		Albaugh	
2) Requests from audience to speak to issues/agenda items	Attach-ments	Albaugh	
3) Approval of FC Minutes (September 20, 2016)	A	Albaugh	Action
4) Department Reports (per schedule – one revenue and one non-revenue per month) <ul style="list-style-type: none"> <li>• Outpatient</li> <li>• Personnel</li> </ul>		Shannon Mee	Reports
5) Financial Reviews – <i>(will be sent by T. Lakey, CFO)</i> <ul style="list-style-type: none"> <li>a) September Financials</li> <li>b) Accounts Payables (AP)/ Accounts Receivable (AR)</li> </ul>		Lakey	Action Action
6) Layton Construction – Design/Build Contractor – Recommendation for Approval		Ward/ Lakey	Discussion/ Action
7) Administrative Report – Building Update, USDA, etc.		Ward	Information
8) Other			
Adjournment			

*Posted: 10/20/16 by V. Lakey*

**MAYERS MEMORIAL HOSPITAL DISTRICT**  
**BOARD FINANCE COMMITTEE MEETING**  
**MINUTES – SEPTEMBER 20, 2016 9:00 A.M.**

**BFC Attendance:**  
 Allen Albaugh  
 Art Whitney  
 Louis Ward, CEO  
 Travis Lakey, CFO

<b>DRAFT</b> <b>Attachment A</b>
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Jessica Stadem, Scribe

**Other:**  
 Sherry Wilson  
 Pam Sweet  
 Marlene McArthur  
 Kay Shannon

*(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.)*

<b>SUBJECT</b>	<b>DISCUSSION</b>	
CALL TO ORDER	The meeting was called to order by Albaugh at 9:00AM in Fall River Mills.	
Requests from Audience to Speak	None	
Minutes	The minutes from the BFC meeting held 08.24.16 were approved. <i>(Whitney/Albaugh) - Approved all</i>	<b>Approved</b>
Department Presentation	<b>SNF, Sherry Wilson –</b> <ul style="list-style-type: none"> <li>• Provided handout.</li> <li>• Average 78-80 census, Partnership has helped this increase in census (they would send more patients if we had beds available); est. 70% of patients are from out of area; could open more beds if we had the staffing.</li> <li>• Recruiting for PM RN to keep in Burney.</li> <li>• Discussed options for CNA retention: increase in pay would cost more than registry, offer bonuses, shift incentives, also to cover call-ins; last month \$31K in SNF registry; 2 main concerns continue to be: salary and registry.</li> <li>• Discussed housing options for retaining consistent registry nurses.</li> <li>• BJ and Jeanette working on 9 patients approval for Medi-Cal; 10 private pay (separate from 9 Medi-Cal pending).</li> <li>• Suggest looking into lower private pay cost for in-district patients or cash payment discount; will look into rates of other facilities.</li> <li>• Suggest training for community members on SNF process, attorneys could be interested in hosting.</li> <li>• Can compare financials/expenses to other like hospitals (Lakeview).</li> </ul>	

MAYERS MEMORIAL HOSPITAL DISTRICT

BOARD FINANCE COMMITTEE MEETING  
MINUTES – SEPTEMBER 20, 2016 9:00 A.M.

	<p><b>Med Staff, Pam Sweet –</b></p> <ul style="list-style-type: none"> <li>• Handles 35 practitioners, spends approx. \$400 per year on re-credentialing.</li> <li>• Suggest sending local gifts with reminder if the doctor is taking a long time to respond, other forms of appreciation to doctors.</li> <li>• Interaction between med staff and board members has not been great; past med staff liked the off-site SP meetings; easier for them to meet early morning or later evening</li> <li>• Suggest 2 board meetings per year in the evening; med staff meetings do include one board member.</li> <li>• Most doctors have office staff to help with application (9-11 pages long, need all credentials, copy of diploma, etc).</li> <li>• Pam also keeps track of P&amp;Ps (past due policies are down 1/3).</li> <li>• Signs doctors up with MediCare.</li> </ul> <p><b>Outpatient, Kay Shannon –</b></p> <ul style="list-style-type: none"> <li>• Move report to next month.</li> <li>• Will discuss options to keep Dr. Zittel coming to the area; med staff makes sure to keep reappointment process quick and simple.</li> <li>• Average number of wound care patients has increased.</li> </ul>	
Financials	<p>July/August 2016 Financials were discussed. <i>(Albaugh/Whitney)</i> Notes as follows:</p> <ul style="list-style-type: none"> <li>• AP is down; revenue looks odd because of computer system being down; questions and clarification on balance sheet info; had first design meeting 9/19 with Layton.</li> </ul>	Approved
Line of Credit	<ul style="list-style-type: none"> <li>• Will recommend approval at full board meeting.</li> </ul>	
Layton Construction Contract	<ul style="list-style-type: none"> <li>• Contact is not finalized yet, not ready for action item.</li> </ul>	
Administrative Report	<ul style="list-style-type: none"> <li>• Presentation of Right Roads at board meeting.</li> <li>• Burney Annex parking lot needs repaved/cracks filled in.</li> <li>• SNF renovation, winter maintenance project – paint, fill in holes, go through each room; looking at how to keep census up during project.</li> </ul>	
Adjournment	Meeting was adjourned at 11:09am	

By: Jessica Stadem