

**Wheatland Memorial Healthcare
Board of Trustees' Meeting**

The Meeting of the Board of Trustees of Wheatland Memorial Healthcare was held on February 21, 2019 in the Health Education Center.

MEMBERS PRESENT:

Aubrey Miller, <i>Chairperson</i>	June Voldseth, <i>Trustee</i>
Katie Rein, <i>Vice Chairperson</i>	Richard Moe, <i>Trustee</i>

MEMBERS EXCUSED:

Jenny Peters, <i>Trustee</i>	Don Amundson, <i>Secretary Treasurer</i>
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OTHERS PRESENT:

Rick Poss, <i>CEO</i>	Dr. Joan McMahon, <i>COS</i>
Clint Seger, <i>Billings Clinic</i>	Vern Carda, <i>Billings Clinic</i>
Pat McConnell, <i>Billings Clinic</i>	Jane Moe, <i>Marketing/Foundation</i>
Allison Fenley, <i>DON</i>	Patty Morris, <i>Radiology Supervisor</i>
Dr. Joan McMahon, <i>COS</i>	Tina Barnhart, <i>Admin Secretary</i>
Sandy Morse, <i>Regional DON</i>	

EXECUTIVE SESSION

The executive session began at 3:00 p.m. and concluded at 5:25 p.m.

WELCOME AND INTRODUCTION

Mr. Miller called the meeting to order at 5:32 p.m. Reading of the mission statement.

JANUARY MINUTES

The January Board Minutes were presented.

Upon motion duly made by Ms. Rein and second by Ms. Voldseth, the January Board Minutes were approved with corrections.

CONSENT AGENDA

- a. Mr. Poss reviewed the CEO report and dashboard.
- b. *Upon motion made by Ms. Voldseth and second by Rein, the Consent Agenda was approved with the preceding discussion.*

REGULAR AGENDA

I. Financials

a. January Financials

- i. For January, we posted a loss of \$6,862. This was unfavorable to budget by \$102,948. Total Operating Revenues of \$548,693 were unfavorable against budget by approximately \$137,000. Our Operating Expenses of \$638,498 were unfavorable to budget by about \$16,576. Salaries were unfavorable to budget \$31,514. RN Salaries, C.N.A. Salaries, and NP Salaries were unfavorable to budget although were offset by Professional Fees for NP coverage being favorable to budget.
- ii. Year to date: We posted a loss of \$6,862. This was unfavorable to budget by approximately \$102,948. Total Operating Revenues of \$548,693 were unfavorable against budget by approximately \$137,000.
- iii. Balance Sheet: We ended the month with about \$172,418 in cash. Cash decreased by about \$20,000 from the prior month resulting in 9 days of cash on hand, down from 10. We have approximately \$2.25m in net Restricted Funds, and \$1,316,060 in Net Patient Accounts Receivables. Our vendor payables balance was \$506,185, resulting in 25 days outstanding payables which is a little less than the 30 days we want to maintain. Accounts Receivable days ended the month at 78; this was a 3-day decrease from the prior month balance of 81 days.

b. Other items:

- i. We are working on audit work papers which are due to the auditors by late March. We are well underway to meet the deadline.

- c. *Upon Motion duly made by Ms. Rein and seconded by Ms. Voldseth the January Financials were approved as presented.*

II. Discussion Topics

a. Allevant

- i. Mr. Poss presented a Performa on how Allevant would impact patient days at Wheatland Memorial.
 1. Mr. Poss stated Allevant could potentially increase patient days by 140 per year.
- ii. The Board discussed the Allevant program. A lot of this is changing the process that will work better for the facility to bring in more patients. This would allow us to accept more patients that we are unable to bring in at the moment. Other facilities will be able to know what we can and can't take on a regular basis. Dr. McMahon discussed how the swing bed program of Allevant has been working in Lewistown.
- iii. Ms. Morse will get information on the success rate of Allevant at other facilities and send to Mr. Poss.
- iv. Allevant would take 60 days to implement.

- v. The Allevant discussion was tabled until the March Board Meeting. The Board would like more information from Billings Clinic on cost and success rates at other facilities 90 miles from Billings.
- b. Bylaws
 - i. The Board would like clarification from the attorney.
 1. Ms. Voldseth requested clarification on the Tenure of Trustees.
 2. Ms. Rein would like clarification as to where Corporate Records should be stored.
 3. Ms. Voldseth would like clarification of Trustee Action without a Meeting.
 4. Ms. Rein would like the wording changed on Article VII to match the practices of the Wheatland Memorial Board of Trustees.
 - ii. Mr. Poss will send the requests for wording changes and clarification to the lawyer and bring the revised Bylaws to the March Board Meeting.
- c. Dexa Scanner
 - i. Discussion was tabled until the next Board Meeting.
- d. Medicaid Expansion Resolution
 - i. Mr. Poss presented the Medicaid Expansion Resolution for review and signatures.
 1. Mr. Poss explained the financial impact the Medicaid Expansion has for Wheatland Memorial Healthcare.
 2. Mr. Poss encouraged the Board to sign the Resolution to continue the Medicaid Expansion.
- e. Mr. Poss presented an Amendment to the 990.
 - i. Mr. McConnell stated the Billings Clinic Invoices were submitted twice. This error caused the 990 to show double what was actually paid to Billings Clinic.
 - ii. *Upon motion duly made by Ms. Rein and seconded by Ms. Voldseth the Amendment to the 990 was approved as presented.*
- f. Mr. Poss requested board approval to purchase a call light system.
 - i. Mr. Poss stated the current call light system is obsolete.
 - ii. *Upon Motion duly made by Ms. Voldseth and Seconded by Ms. Rein Mr. Poss was granted permission to purchase a new call light software package.*
- h. Credentialing
 - i. Ms. Barnhart presented credentialing for Dr. Tara Boweman the new radiologist, Dr. Tamera Welsh, and Pattie Carr, Dietician for approval.
 - ii. *Upon motion made duly by Ms. Rein and seconded by Mr. Moe, Dr. Boweman was approved pending reference checks, Dr. Tamera Welsh, and Pattie Carr, RD credentialing packets were approved as presented.*
- i. **Adjournment**
 - a. *There being no further business to be brought before the Board, a motion was duly made by the Ms. Voldseth and seconded by Mr. Moe; the meeting was adjourned at 7:00PM.*

Don Amundson
DON AMUNDSON, SECRETARY/TREASURER