

Wheatland Memorial Healthcare
Board of Trustees' Meeting

The Meeting of the Board of Trustees of Wheatland Memorial Healthcare was held on March 15, 2018 in the Health Education Center.

MEMBERS PRESENT:

June Voldseth, *Chair*
Tom Bennett, *Trustee*
Katie Rein, *Trustee*

Aubrey Miller, *Vice Chair*
Don Amundson, *Trustee*

EXCUSED MEMBERS:

Jenny Peters, *Secretary/Treasurer*

OTHERS PRESENT:

Dr. Joan McMahon, *COS*
Allison Fenley, *DON*
Peggy Hiner, *HR Director*
Becky Sturdevant, *FPN*
Kayla Tellock, *Executive Secretary*

Rick Poss, *CEO*
Gia Holiway, *Clinic Director*
Tina Barnhart, *Admin Asst.*
Vern Carda, *Billings Clinic via phone*
Clint Seger, *Billings Clinic via phone*

EXECUTIVE SESSION

The executive session began at 5:00 p.m.

WELCOME AND INTRODUCTION

Ms. Voldseth called the meeting to order at 5:47 p.m.

Melody White would like to be put on the Board Agenda.

Upon motion that was duly made by the Governing Board Melody White was approved to be on the Agenda.

Melody White, with Great Alone Cattle came to the Board Meeting to discuss Health Insurance. Ms. White discussed that the insurance they provider for their employees is not covered at Wheatland Memorial Healthcare. There are select counties that Pacific Source covers in the state of Montana. Liane White tried to come speak to the Board several times but she could not get through. When the community wants to speak to you they are not allowed to. She would like to see the Board more accessible to the community. She also wanted to let the Board know about what is being said about the moral of the facility by the employees.

FEBRUARY MINUTES

The February Board Minutes were presented.

Upon motion made by Ms. Rein and second by Mr. Amundson, the February Board Minutes were approved as presented.

CONSENT AGENDA

- a. Mr. Miller questioned the delinquent evaluation. Ms. Hiner said they are looking better now since the printing of the report. Next month's report will look a lot better.
- b. *Upon motion made by Ms. Rein and second by Mr. Amundson, the Consent Agenda was approved with the preceding discussion.*

REGULAR AGENDA

I. Financials

- a. For February, we posted a loss of \$41,009. This was unfavorable to budget by approximately \$71,000. Total Operating Revenues of \$563,224 were unfavorable against budget by approximately \$31,000.
- b. Our Operating Expenses of \$623,301 were unfavorable to budget by just under \$30,000. Professional fees were unfavorable to budget by \$39,000 due mainly to *Lab traveler that was budgeted as salaries and PT traveler that was not budgeted*. Depreciation is unfavorable to budget do to classifying the lease on the CT machine as a capital lease. This increased depreciation expense but decreased rent expense which is part of the favorable variance in other expenses.
- c. Year to date: we posted a gain of \$124,320. This was favorable to budget by approximately \$64,000. Total Operating Revenues of \$1,241,311 were favorable against budget by approximately \$54,000.
- d. Our Operating Expenses of \$1,189,141 were unfavorable to budget by just under \$2,000. Professional fees were unfavorable to budget by \$13,000 due mainly to *Lab traveler that was budgeted as salaries and PT traveler that was not budgeted*. Depreciation is unfavorable to budget do to reclassifying the lease on the CT machine as a capital lease. This increased depreciation expense but decreased rent expense which is part of the favorable variance in other expenses.
- e. Balance Sheet, we ended the month with almost \$81,000 in Cash. Cash decreased by just under \$223,000 from the prior month resulting in 4 days of cash on hand.
- f. We have approximately \$2.1m in net Restricted Funds, and \$1,551,825 in Net Patient Accounts Receivables. Our vendor payables balance was \$402,847, resulting in 22 days outstanding payables which are a little less than the 30 days we want to maintain.
- g. Accounts Receivable days ended the month at 78; this was a 3 day increase from the prior month balance of 75 days.
- h. Other items: We are working to prepare for the financial statement audit and the cost report. They are scheduled to be on site either the week of April 2nd or April 9th. (Waiting for confirmation.)
- i. *Upon motion made by Mr. Amundson and second by Mr. Miller the approval of the February Financials were approved as presented.*

II. Discussion Topics

- a. Credentialing
 - i. Ms. Barnhart brought two providers before the Board for credentialing. Casey Green, MD is an AVERA provider and Garret Copeman, DO is a provider through AVERA as well. Both providers were approved and recommended by the Medical Staff.
 - ii. *Upon motion by Ms. Rein and a second by Mr. Amundson, Dr. Casey Green and Dr. Garret Copeman were approved to provide Medical Services for Wheatland Memorial Healthcare.*

b. RHC & CAH Annual Review

i. CAH

1. Ms. Fenley discussed that we were able to fix some of the deficiency we had from the last Annual Review and found some new deficiency we will have to start working on fixing. We need to some Pharmacy work. We do not have a Pharmacist in house but we have Cardinal Health who reviews our pharmacy orders. They do a 48 hour review but we are looking at getting a 24 hour review response. Ms. Fenley was made aware that Avera has a pharmacy service that will provide the same services we need. So she will be comparing those prices and going from there. Cardinal Health charges us by the number of orders we do.

ii. RHC

1. Ms. Holiway reported that the clinic volumes have gone up again. Ms. Holiway used her RHC state review deficiencies for her quality improvements. One of the deficiencies was our out dates were not being checked on a regular basis. We have set up a process to ensure we are doing it. Another deficiency was we weren't doing the Annual Reviews correctly so we have improved that process.

III. Other Topics

a. Med-Staff meeting has changed to Thursday, April 12th at 5 PM.

IV. Adjournment

a. *There being no further business to be brought before the Board, a motion was duly made by Mr. Amundson, and Mr. Miller the meeting was adjourned at 6:12 p.m.*



JENNY PETERS, SECRETARY/TREASURER