

Wheatland Memorial Healthcare  
Board of Trustees' Meeting

The Meeting of the Board of Trustees of Wheatland Memorial Healthcare was held on March 9<sup>th</sup>, 2020 in the Health Education Center.

**MEMBERS PRESENT:**

Aubrey Miller, *Chairperson*  
Richard Moe, *Vice Chair*

Don Amundson, *Secretary Treasurer*  
Jenny Peters, *Trustee*

**OTHERS PRESENT:**

Rick Poss, *CEO*  
Joan McMahan, *COS*  
Allison Fenley, *DON*  
Nicole Hobbs, *Director of Clinical Practices*

Pat McConnell, *Billings Clinic*  
Tina Barnhart, *Admin Assistant*  
Clint Segar, *MD, Billings Clinic*

**WELCOME AND INTRODUCTION**

Mr. Miller called the meeting to order at 7:19 PM. Reading of the Mission, Vision, and Values Statement was performed.

**JANUARY MINUTES**

The January Board Minutes were presented.

*Upon motion duly made by Mr. Amundson and seconded by Mr. Moe, the January Board minutes were approved as presented.*

**CONSENT AGENDA**

- a. CEO Report
  - i. The CEO Report and Dashboard were reviewed.
  - ii. *Upon motion duly made by Mr. Amundson and seconded by Mr. Moe, the consent agenda was approved with the preceding discussion.*

**REGULAR AGENDA**

**I. January Financials**

- a. For January, we posted a loss of \$148,268. This was unfavorable to budget by \$59,659.
- b. Total Operating Revenues of \$530,529 were unfavorable against budget by approximately \$30,000. The shortfall is the result of revenues being less than budget \$28,000, Contractual Adjustments being more than budget \$25,000, and Other Operating Revenue being more than budget \$23,000.
- c. IP days were 0 which is less than the 2019 monthly average of 6.
- d. Skilled swing bed days were 39 for January which is 2 less than the 2019 average of 41 days per month.
- e. Clinic visits were 355 for January which is 55 more than the 2019 average of 300 per month.
- f. Our Operating Expenses of \$680,938 were unfavorable to budget by about \$814.
- g. We ended the month with about \$164,017 in Cash. Cash increased by about \$93,579 from the prior month resulting in 8 days of cash on hand which is a 4-day increase from December.

- h. We have approximately \$2.4 m in net Restricted Funds, and \$1,139,000 in Net Patient Accounts Receivables.
- i. Our vendor payables balance was \$574,297 resulting in 54 days outstanding payables which is over the 30 days we want to maintain. (This indicator has been restated to remove payroll from the calculation.)
- j. Accounts Receivable days ended the month at **79**; this was the same in December.
- k. The auditors will work remotely beginning March 2 with plans to be on site for three to five days beginning March 23.
- l. Brent Wing will be preparing the cost report and be on site in late March or early April.
- m. *Upon motion duly made by Mr. Amundson and Seconded by Mr. Moe, the January Financial report was accepted as presented.*

## **II. Discussion topics**

- a. Clinic charges
  - i. Mr. Poss requested approval to increase the Clinic charges 4% to 20% depending on the charge and cost involved.
  - ii. *Upon motion duly made by Mr. Amundson and seconded by Mr. Moe, permission to raise clinic charges was approved with preceding discussion and explanation.*
- b. Physical Therapy remodel
  - i. Mr. Poss presented blueprints for the new Physical Therapy Department for review.
  - ii. Mr. Poss is waiting on final decision by the mechanical engineer before putting the project out for bid.
  - iii. The plan is for there to be a ribbon cutting on the new Physical Therapy area the first part of June.
- c. Credentialing
  - i. Ms. Barnhart presented Ms. Kemper for privileges.
    - 1. *Upon motion duly made by Mr. Moe and seconded by Mr. Amundson, privileges were granted as presented in the credentialing file for Ms. Mckenzee Kemper, NP.*
- d. Dr. McMahon requested the Board consider changing their Bylaws to bring in an older provider that does not want to sit for his boards. This provider is board eligible and in good medical standing.
  - i. Dr. Seger stated there should be no evidence of problems with the Providers practice.
  - ii. Dr. Seger recommended stipulations be in place to monitor the providers practice.
  - iii. This proposal will be discussed more after review of the Bylaws.
- e. Hospital and Clinic Annual review
  - i. Mr. Poss announced the Annual review will be March 26<sup>th</sup> at 6:30PM in the library.
    - 1. Board members and the public is encouraged to attend.
- f. Coronavirus
  - i. Dr. McMahon presented information sheets on the Coronavirus.
  - ii. Dr. McMahon stated the best way to protect yourself from the virus is to wash your hands and stay home if you are sick.

- g. Ms. Fenley presented a patient thank you for a job well done by Ms. McLaughlin, RN.
  - i. The patient stated Ms. Mclaughlin went above and beyond to make her feel comfortable while in the ER wit her sick child. Ms. Mclaughlin stayed two hours past her shift to make sure the patient was comfortable.
  
- h. March Meeting
  - i. *The March meeting of the Board of Trustees will be held on March 26<sup>th</sup>, 2020 in the CEO office time to be announced.*

**III. Adjournment**

- a. *There being no further business to be brought before the Board, a motion was duly made by Mr. Moe and seconded by Mr. Amundson, the meeting was adjourned at 8:07PM.*

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DON AMUNDSON, SECRETARY/TREASURER