

Wheatland Memorial Healthcare
Board of Trustees' Meeting

The Meeting of the Board of Trustees of Wheatland Memorial Healthcare was held on April 19th, 2018 in the Health Education Center.

MEMBERS PRESENT:

June Voldseth, <i>Chair</i>	Aubrey Miller, <i>Vice Chair</i>
Jenny Peters, <i>Secretary/Treasurer</i>	Tom Bennett, <i>Trustee</i>
Don Amundson, <i>Trustee</i>	Katie Rein, <i>Trustee</i>

OTHERS PRESENT:

Dr. Joan McMahon, <i>COS</i>	Rick Poss, <i>CEO</i>
Allison Fenley, <i>DON</i>	Jane Moe, <i>Foundation/Marketing Direct</i>
Tina Barnhart, <i>Admin Asst.</i>	Velda Southworth, <i>Billings Clinic</i>
Kayla Tellock, <i>Executive Secretary</i>	Vern Carda, <i>Billings Clinic via phone</i>
Clint Seger, <i>Billings Clinic via phone</i>	

EXECUTIVE SESSION

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

WELCOME AND INTRODUCTION

Ms. Voldseth called the meeting to order at 5:49 p.m.

MARCH MINUTES

The March Board Minutes were presented.

Upon motion made by Mr. Bennett and second by Mr. Amundson, the March Board Minutes were approved as presented.

CONSENT AGENDA

- a. Ms. Fenley would like to make a correction on the dashboard that there was a total 57 ER visits not 64.
- b. We are still researching on switch over to the Avera remote pharmacy system instead of through Cardinal.
- c. The Gala is set for Saturday, August 18th at the Barnsion. The Foundation Board will be meeting next week on Tuesday to discuss themes.
- d. *Upon motion made by Mr. Miller and second by Mr. Amundson, the Consent Agenda was approved with the preceding discussion.*

REGULAR AGENDA

I. Financials

- a. For March, we posted a gain of \$47,950. This was favorable to budget by almost \$18,000. Total Operating Revenues of \$687,258 were unfavorable against budget by approximately \$93,000.

- i. Our Operating Expenses of \$642,912 were unfavorable to budget by about \$49,000. Professional fees were unfavorable to budget by \$62,000 due mainly to PT traveler that was not budgeted and overages in administration, acute care, and lab. 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.
- b. Year to date: we posted a gain of \$223,173. This was favorable to budget by approximately \$133,000. Total Operating Revenues of \$1,928,569 were favorable against budget by approximately \$147,000.
 - i. Our Operating Expenses of \$1,781,150 were unfavorable to budget by \$249. Professional fees were unfavorable to budget by \$84,000 due mainly to Lab traveler that was budgeted as salaries and PT traveler that was not budgeted as well as some overages in administration. 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.
- c. Balance Sheet, we ended the month with almost \$301,000 in Cash. Cash increased by just under \$205,000 from the prior month resulting in 15 days of cash on hand.
 - i. We have approximately \$2.1m in net Restricted Funds, and \$1,682,577 in Net Patient Accounts Receivables. Our vendor payables balance was \$519,441, resulting in 26 days outstanding payables which are a little less than the 30 days we want to maintain.
 - ii. Accounts Receivable days ended the month at 81; this was a 3 day increase from the prior month balance of 78 days.
- d. Other items:
 - i. Audit fieldwork went well – we are following up on a few items and focusing now on getting the cost report information submitted.
- e. *Upon motion made by Mr. Amundson and second by Mr. Bennett the approval of the March Financials were approved as presented.*

II. Discussion Topics

- a. Credentialing
 - i. Ms. Barnhart brought three providers before the Board for credentialing. Carl Luem, MD and Scott Bibbey, MD are both pathologists. Scott Smith, MD is a provider from CMMC. All providers were approved and recommended by Medical Staff.
 - ii. *Upon motion by Mr. Amundson and seconded by Mr. Miller, Dr. Carl Luem, Dr. Scott Bibbey, were approved for privileges*
 - iii. *Upon motion by Mr. Bennet and seconded by Ms. Peters Dr. Scott Smith was approved for privileges.*
- b. Medicare Revalidation
 - i. Ms. Barnhart reported that in order to be able to do our Medicare Revalidation we need to have the Board of Trustee's individual information. The Board of Trustees will fill out the form and return to Ms. Barnhart.
- c. Quarterly Policy & Procedure Report
 - i. Ms. Tellock reported for the month of January the was only 1 lab policy; February there was 2 lab policies, 1 trauma policy, and 1 nursing protocol; March there was 1 nursing

policy and 89 lab policies reviewed and approved. There are currently 14 policies awaiting approval, none are waiting for medical staff approval. Currently have 59 overdue policies.

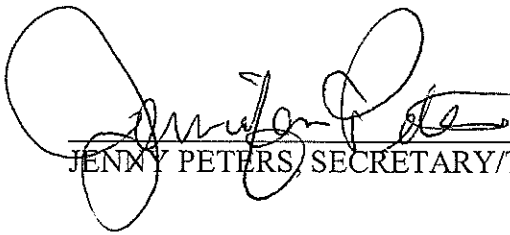
III. Other Topics

a. June Board Meeting

- i. Mr. Poss would like to move the June Board meeting to the following week.
- ii. *Upon motion made by Mr. Miller and then Ms. Peters the June Board meeting was approved to be changed to June 28th.*
- iii. We have received the grant for the cubes and should receive the rest at the end of April.
- iv. Billings Clinic has hired Pat McConnell as the Regional Chief Financial Officer and will be starting next week. Ms. Southworth has started an orientation schedule for him to start seeing the affiliates.
- v. When employers enroll they have to choose a network. The plan that was chosen with Pacific Source is one that Pacific Source chose not to participate in certain counties like Wheatlands. That would be a decision that Pacific Source had made and not through Billings Clinic or Wheatland Memorial Healthcare.
 - I. Ms. Moe had helped Laine White get connected to with Kyle Gee. Mr. Gee did meet with Ms. White and discussed the insurance issue several months ago.
- vi. ACO
 - I. Ms. Voldseth asked Billings Clinic if anyone has the Caravan Health. At this time there are eight that have been interested and possible two that have paid the fee. Mr. Vern would like to know more information before we dive into it. Billings Clinic has been working on getting this set up and having it available for all the affiliates at a better price.

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 6:13 p.m.*



JENNY PETERS, SECRETARY/TREASURER