

Wheatland Memorial Healthcare  
Board of Trustees' Meeting

The Meeting of the Board of Trustees of Wheatland Memorial Healthcare was held on June 18, 2020 in the Board Room.

**MEMBERS PRESENT:**

Aubrey Miller, <i>Chairperson</i>	Don Amundson, <i>Secretary Treasurer</i>
Richard Moe, <i>Vice Chair</i>	

**OTHERS PRESENT:**

Rick Poss, <i>CEO</i>	Pat McConnell, <i>Billings Clinic</i>
Joan McMahan, <i>COS</i>	Tina Barnhart, <i>Admin Assistant</i>
Allison Fenley, <i>DON</i>	Clint Segar, <i>MD, Billings Clinic</i>
Hannah Shirkey, <i>Billings Clinic</i>	Terry Tellock, <i>Maintenance</i>

**WELCOME AND INTRODUCTION**

Mr. Miller called the meeting to order at 6:10 PM. Reading of the Vision, Values, Mission Statement was performed.

**MAY MINUTES**

The May Board Minutes were presented.

*Upon motion duly made by Mr. Amundson and seconded by Mr. Moe, the May 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. *May Financials***

- a. For May, we posted a gain of \$1,143,261.
  - i. This was favorable to budget by \$1,127,648.
  - ii. Total Operating Revenues of \$994,667 were favorable against budget by approximately \$357,000.
  - iii. We recorded \$532,245 received from the CARES Act as a revenue offset for losses March through May since we satisfied the restrictions.
- b. Our Operating Expenses of \$751,977 were unfavorable to budget by about \$80,000.
- c. Other Income was \$900,571 was favorable to budget \$850,628 due to recording \$713,352 for SBA loan forgiveness.
- d. Year to date: We posted a gain of \$638,900.
  - i. This was favorable to budget by approximately \$714,000.

- ii. Total Operating Revenues of \$3,099,288 were unfavorable against budget by approximately \$14,000.
- e. Our Operating Expenses of \$3,293,372 were favorable to budget by \$78,000.
- f. Other Income of \$833,000 was favorable to budget \$650,000.
- g. Balance Sheet, we ended the month with about \$1,273,548 in Cash.
- h. Cash increased by about \$910,000 from the prior month resulting in 62 days of cash on hand which is a 44-day increase from last month.
- i. We have approximately \$4.8 m in net Restricted Funds, and \$930,000 in Net Patient Accounts Receivables.
- j. Our vendor payables balance was \$163,788, resulting in 17 days outstanding payables. We want to maintain our outstanding payables at or under 30 days.
- k. Accounts Receivable days ended the month at **90**; this was an 11-day increase from the prior month balance of 79 days.
- l. The audit is in process. The cost report is being wrapped up with an estimated receivable of \$412,000.
- m. Funds have been received for the COVID-19 response and efforts to properly track and attest to the restrictions of the funds have been put in place.
- n. *Upon motion duly made by Mr. Amundson and seconded by Mr. Moe, the May Financial report was accepted as presented.*

## **II. Discussion topics**

- a. Physical Therapy Project Quotes
  - i. Quotes from Sorenson Construction, Green Contracting, and Perseverance Stone were presented for review.
  - ii. *Upon motion duly made by Mr. Moe and seconded by Mr. Amundson, Sorenson construction was awarded the bid for construction of the New Physical Therapy Department.*
- b. Compliance Review
  - i. Ms. Boggess presented the Compliance Work Plan and Evaluation for Board review.
- c. Support of new Armory Fitness Center
  - i. Mr. Poss announced the hospital is supporting the new Armory Fitness center by paying 20% of each employee's monthly membership to the Fitness Center.
    - 1. There a currently 20 employees using the fitness center.
- d. Blanket warmer
  - i. Mr. Poss presented a request to purchase a blanket warmer to be used in the Emergency Room and for the Swing Intermediate patients.
    - 1. The blanket warmer is completely paid for by donations.
  - ii. *Upon motion duly made by Mr. Moe and seconded by Mr. Amundson permission was granted to purchase a warming cabinet with a glass door and mobile base for \$5,331.00 to be used in the emergency room and for the Swing Intermediate patients.*
- e. Quality award

- i. Mr. Poss announced the hospital was given a Quality award from the Montana Hospital Association.
  - 1. This project was developed to increase awareness on patient safety
  - 2. Congratulations and thank you to Dr. McMahon, Ms. Murray, and Ms. Fenley for all their hard work on this project.
- f. CNA Week
  - i. Ms. Fenley announced the week of June 22 is national CNA week.
    - 1. The WOK and Roll food truck will be in from of the facility on Sunday, June 21, and Monday June 22, 2020.
- g. Credentialing
  - i. Ms. Barnhart presented a Credentialing packets for Jacob Merrell, MD. And Parthiv Mehta, MD.
    - 1. *Upon motion duly made by Mr. Moe and seconded by Mr. Amundson, privileges were granted as presented in the credentialing files for Jacob Merrell, MD and Parthiv Mehta.*

### ***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 7:25PM.*

---

DON AMUNDSON, SECRETARY/TREASURER