

Wheatland Memorial Healthcare
Board of Trustees' Meeting

The Meeting of the Board of Trustees of Wheatland Memorial Healthcare was held on July 22, 2021.

MEMBERS PRESENT:

Richard Moe, *Chairperson*

Adam Jones, *County Commissioner*

Don Amundson, *Secretary Treasurer*

Paxton Wojtowick, *Trustee*

OTHERS PRESENT:

Rick Poss, *CEO*

Pat McConnell, *Billings Clinic*

Jane Moe, *Clinic Director*

Tina Barnhart, *Admin Assistant*

Joan McMahon, *COS*

Amanda Hannah, *Billings Clinic*

Allison Fenley, *DON*

Patty Morris, *Radiology*

WELCOME AND INTRODUCTION

Mr. Moe called the meeting to order at 6:10 PM. The Vision, Values, and Mission Statement was performed.

JUNE MINUTES

The June Board Minutes were presented.

Upon motion duly made by Mr. Amundson and seconded by Mr. Wojtowick, the June Board Minutes were approved as presented.

CONSENT AGENDA

- a. CEO Report
 - i. The CEO Report and Dashboard were reviewed.
- b. Infection Control Report
 - i. Dr. McMahon announced there has not been any positive COVID tests in four and a half months at Wheatland Memorial Healthcare. There has not been a positive Influenza test for 15 months. Wheatland Memorial is following the CMS standard for Healthcare concerning infection control issues.
- c. *Upon motion duly made by Mr. Wojtowick and seconded by Mr. Amundson, the Consent Agenda was approved as presented.*

REGULAR AGENDA

I. June Financials

- a. For June, we posted a gain of \$1,097,534.
 - i. This was favorable to budget by \$989,589.
- b. Total Operating Revenues were \$1,790,196.
 - i. This was favorable to budget by approximately \$1,069,452.

- c. \$947,677 was recorded in other operating revenue for Cares Act funds.
- d. Our Operating Expenses were \$719,077.
 - i. This was unfavorable to budget by about \$64,975.
- e. Other Income was \$26,415.
 - i. This was unfavorable to budget by \$14,888.
- f. Year-to-date we posted a gain of \$1,521,086.
 - i. This was favorable to budget by approximately \$1,597,000 due to Cares Act funds recognized as revenue and PPP Funds (\$959,400) received in 2021.
- g. Total Operating Revenues were \$3,484,259.
 - i. This was unfavorable against budget by approximately \$615,000.
- h. Our Operating Expenses were \$3,999,96.
 - i. Operating expense were unfavorable to budget by \$156,577.
- i. Other Income was \$1,242,54.
 - i. This was favorable to budget by \$1,145,690.
- j. We ended the month with about \$1,529,506 in Cash.
- a. Cash decreased by about \$70,000 from the prior month.
 - i. This resulted in 73 days of cash on hand.
- k. We have approximately \$5.3 m in net Restricted Funds.
- l. We have \$1,037,000 in Net Patient Accounts Receivables.
- m. Our vendor payables balance was \$289,703.
 - i. This resulted in 29 days outstanding payables.
 - a. We want to maintain our outstanding payables at or under 30 days.
- n. Accounts Receivable days ended the month at 62.
 - a. Accounts receivable days are the same day as the prior month.
- o. We estimate a repayment of HHS funds to be \$2,185,000.
- a. The HHS fund repayment is currently on our balance sheet as a payable.
- p. Funds have been received for the COVID-19 response.
 - i. Efforts to properly track and attest to the restrictions of the funds have been put in place.
- q. The USDA CFTAT grant for \$50,000 has been submitted and reviewed by Montana USDA offices.
 - i. The information has been passed on to the national office.
 - a. We hope to know about the decision by the end of the month.
 - b. Work on formal application for funds from the USDA is still in process.
- r. The feasibility study is in process.
- s. The FY20 audit and cost report are completed.
 - i. The Cost report was filed on June 14.
 - ii. There is a receivable of approximately \$244,000 expected.
 - iii. Cost report estimated receivable for 2021 was calculated as \$92,000.

II. *Lawson Quote*

- a. Mr. Poss presented a quote for \$7,310 from Lawson Family Painting to make some necessary repairs to the kitchen walls.
- b. *Upon motion duly made by Mr. Wojtowick and seconded by Mr. Jones, approval was granted to spend \$7,310 for kitchen repairs.*

III. *Collaboration Subcommittee*

- a. The Subcommittee met with three organizations to explore assisted living, home care, and nursing home options for Harlowton.
- b. The Committee will be meeting with the City and County to make the Community more attractive to outside businesses.

IV. *USDA Loan*

- a. Everything has been submitted. Billings Clinic has submitted clarifications.
- b. The Feasibility information has been submitted and should be completed by the first week in August.

V. *Credentia|lling*

- a. Ms. Barnhart presented credentialing packets for S. Jason Moore, PAC, Amy Sanderson, FNP, June Sullivan, FNP, Michelle Tepper, PAC, and Kelly Stevens, FNP, and Lorraine Dupree for recredentialing approval.
- b. Upon motion duly made by Mr. Amundson and seconded by Mr. Wojtowick, S. Jason Moore, Amy Sanderson, June Sullivan, Michelle Tepper, Kelly Stevens, and Lorraine Dupree were approved as presented in the credentialing packets.

VI. *Billings Clinic Update*

- i. Ms. Hannah stated Billings Clinic is working on building relationships with travel companies to create a pool of providers for the affiliates to use.
- ii. The Regional Trustee Conference will be November 4th and 5th in Billings. Ms. Hannah encouraged the Board members to attend.

VII. *OSHA Report*

- a. Ms. Fenley explained to the Board that there was an OSHA reportable accident at the Hospital.
 - i. All paperwork for the accident has been submitted and signage posted within 72 hours of the incident.
 - ii. This accident could trigger an OSHA visit to the facility.

VIII. *Thank you*

- a. Mr. Moe thanked Mr. Poss for a job well done the last three-and-a-half years of leading the facility.

IX. *Managed Services Agreement*

- a. Wheatland Memorial has a Managed Services Agreement with Billings Clinic.
 - i. Through this agreement Billings Clinic provides a CEO.

X. *Interim CEO*

- a. The Interim CEO has the skill set to move the facility forward.
- b. The Interim CEO has other commitments until the middle of September.
- c. The new CEO understands Montana and will be a good fit for Wheatland Memorial.
- d. Billings Clinic will be providing Leadership support over the next couple months of transition.

XI. Adjournment

- a. *There being no further business to be brought before the Board, upon motion duly made by Mr. Amundson and seconded by Mr. Wojtowick, the meeting was adjourned at 7:45PM.*


DON AMUNDSON, SECRETARY/TREASURER