

Wheatland Memorial Healthcare  
Board of Trustees' Meeting

The Meeting of the Board of Trustees of Wheatland Memorial Healthcare was held on September 30, 2021.

**MEMBERS PRESENT:**

Richard Moe, <i>Chairperson</i>	Don Amundson, <i>Secretary/ Treasurer</i>
Julie Berg, <i>Vice Chair</i>	Paxton Wojtowick, <i>Trustee</i>
Adam Jones, <i>Commissioner</i>	

**OTHERS PRESENT:**

Rick Poss, <i>CEO</i>	Joan McMahon, <i>COS</i>
Pat McConnell, <i>Billings Clinic</i>	Amanda Hannah, <i>Billings Clinic</i>
Anne Marie Kloppel, <i>Billings Clinic</i>	Jenni Leininger, <i>Interim DON</i>
Tina Barnhart, <i>Admin Assistant</i>	Patty Morris, <i>Radiology</i>
Hannah Shirkey, <i>Billings Clinic</i>	Kelley Evans, <i>Guest</i>
Jane Moe, <i>Clinic Director</i>	

**WELCOME AND INTRODUCTION**

Mr. Moe called the meeting to order at 6:25PM. The Vision, Values, and Mission Statement was performed.

**AUGUST MINUTES**

The August Board Minutes were presented.

*Upon motion duly made by Mr. Wojtowick and seconded by Ms. Berg, the August Board Minutes were approved as presented.*

**CONSENT AGENDA**

- a. CEO Report
  - i. Mr. Poss reviewed the CEO report.
  - ii. Mr. Poss thanked the Board for the opportunity to serve as interim CEO
- b. Dashboard
  - i. The dashboard is being reevaluated base on Mr. McConnell's new format.
- c. Infection Control Report
  - i. Dr. McMahon stated the Infection control Committee continues to work on infectious disease policies.
  - ii. The committee is closely monitoring the CDC guidelines.
  - iii. Wheatland Memorial has created a phase document that clearly states what phase we are in based on COVID numbers.
    1. These phase documents have been placed throughout the facility in high traffic areas to provide staff quick access to the requirements based on the phase we are in.
- d. *Upon motion duly made by Mr. Amundson and seconded by Ms. Berg, the CEO report was approved as presented.*

## REGULAR AGENDA

### *I. August Financials*

- a. For August, we posted a loss of \$114,564.
  - i. This was unfavorable to budget by \$229,051.
- b. Total Operating Revenues were \$559,725.
  - i. This was unfavorable to budget by approximately \$64,802.
- c. Our Operating Expenses were \$751,679.
  - i. These were unfavorable to budget by about \$146,660.
- d. Other Income was \$77,390.
  - i. This was unfavorable to budget by \$17,590.
- e. Year to date: we posted a gain of \$1,3626,763.
  - i. This was favorable to budget by approximately \$1,251,702.
    1. This was due to Cares Act funds recognized as revenue (\$993,792) and PPP Funds (\$959,400) received in 2021.
- f. Total Operating Revenues were \$5,395,446 .
  - i. This were favorable against budget by approximately \$518,079.
- g. Our Operating Expenses were \$5,421,963.
  - i. This unfavorable to budget by \$356,678.
- h. Other Income was \$1,353,280.
  - i. This was favorable to budget by \$1,251,702.
- i. Balance Sheet, we ended the month with about \$1,267,911 in Cash.
  - i. Cash decreased by about \$275,796 from the prior month.
  - ii. This resulted in 60 days of cash on hand.
- j. We have approximately \$5.1 m in net Restricted Funds.
- k. We \$1,059,450 in Net Patient Accounts Receivables.
- l. Our vendor payables balance was \$203,157.
  - i. This resulted in 27 days outstanding payables.
    1. We want to maintain our outstanding payables at or under 30 days.
- m. Accounts Receivable days ended the month at 63.
  - i. Accounts Receivable days increased one day from the prior month.
- n. We estimate a repayment of HHS funds to be \$2,139,317.
  - i. This is currently on our balance sheet as a payable.
- o. USDA CFTAT grant for \$50,000 has been granted.
  - i. We are working on paperwork needed to receive the funds.
- p. MCAP Grant was increased to \$25,000.
- q. The paperwork has been signed and submitted and funds should be received in the next couple weeks.
- r. The feasibility study – we are doing a deep dive into the numbers with Wipfli as we want to make sure all assumptions and cost considerations are as accurate and complete as possible before drafts are issued for review.
- s. The Cost report was filed on June 15 and accepted on June 25<sup>th</sup>

- i. We expect a receivable of approx. 244K expected any day now.
- ii. This money when received will be set aside to pay back Medicaid for the overpayments we historically received from them.
- t. New budgeting software still being rolled out to provide all manager's access.

**I. *Feasibility Study***

- a. Mr. Poss stated we are still waiting on the results of the Feasibility Study.
  - i. Mr. Poss state there would be more special meeting in the future to discuss the results of the feasibility study and how to move forward.

**II. *Billings Clinic Update***

- a. Ms. Hannah stated Billings Clinic is full do to the recent COVID surge.
- b. Billings Clinic is experiencing staffing shortages.
- c. There is a heavy push to get people vaccinated.
  - i. Billings Clinic is closely watching the Federal Vaccine mandate rules.
- d. Clinic will be providing Leadership support over the next month of transition.
  - a. Jenni Leininger is currently service as interim DON.
  - b. Gerele Pelton will be serving as interim CEO over the next few weeks.

**III. *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 7:15PM.*

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DON AMUNDSON, SECRETARY/TREASURER