The Meeting of the Board of Trustees of Wheatland Memorial Healthcare was held on September 24, 2020 at the Harlowton Library.

MEMBERS PRESENT:
- Richard Moe, Vice Chairperson
- Julie Berg, Trustee
- Don Amundson, Secretary Treasurer

OTHERS PRESENT:
- Rick Poss, CEO
- Anne Marie Kloppel, Billings Clinic
- Tina Barnhart, Admin Assistant
- Terry Tellock, Facility Manager
- Amanda Hannah, Billings Clinic
- Joan McMahon, COS
- Jane Moe, Clinic Director
- Clint Segar, MD, Billings Clinic
- Hannah Shirkey, Billings Clinic
- Lanie White, Guest

WELCOME AND INTRODUCTION
Mr. Moe called the meeting to order at 6:04PM. The reading of the Vision, Values, and Mission Statement was performed.

BOARD MEMBER NOMINATION & CONFIRMATION
a. Mr. Poss presented Ms. Berg for Nomination and Confirmation to become a member of the Wheatland Memorial Healthcare Board of Trustees.

b. Upon motion duly made by Mr. Amundson to nominate Ms. Berg for a position on the Wheatland Memorial Healthcare Board of Trustees and seconded by Mr. Moe, Ms. Berg was confirmed as a Board Member of the Wheatland Memorial Healthcare Board of Trustees.

AUGUST MINUTES
The August Board Minutes were presented.

Upon motion duly made by Mr. Amundson and seconded by Ms. Berg, the August 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 Ms. Berg, the consent agenda was approved as presented.

b. Mr. Poss presented the Quarterly Compliance Report.

REGULAR AGENDA
I. August Financials
a. For August, we posted a gain of $483,286.
   i. This was favorable to budget by $452,363.
b. Total Operating Revenues of $1,013,068.
   i. This was favorable against budget by approximately $353,000.
c. We recorded $347,841 received from the CARES Act as a revenue offset for losses since we satisfied the restrictions.
d. August included lost revenue from March through August since the calculation to release restriction was updated per our understanding.
e. Our Operating Expenses were $622,320.
   i. This was favorable to budget by about $48,000.
f. Other Income was $92,538.
   i. This was favorable to budget by $51,709.
g. Unrealized gains in the Promise Fund of $56,841 were recorded in August.
h. Year to date we posted a gain of $1,368,350.
   i. This was favorable to budget by approximately $1,387,000.
i. Total Operating Revenues of $5,582,707 were recorded.
   i. This was favorable against budget by approximately $494,000.
j. Our Operating Expenses were $5,221,543.
   i. This were favorable to budget by $169,000.
k. Other Income was $1,007,186.
   i. This was favorable to budget $723,000.
l. Balance Sheet
   i. We ended the month with about $580,937 in Cash.
   ii. Cash increased by about $51,000 from the prior month.
      1. The cash increase resulted in 29 days of cash on hand.
m. We have approximately $5.8 m in net Restricted Funds.
n. We have $514,042 in Net Patient Accounts Receivables.
o. Our vendor payables balance was $70,905.
   i. This resulted in 7 days outstanding payables.
   ii. We want to maintain our outstanding payables at or under 30 days.
p. Accounts Receivable days ended the month at 48.
   i. This was a 11-day decrease from the prior month balance of 59 days.
q. The audit is almost done.
r. The cost report is being wrapped up with an estimated receivable of $412,000.
   i. One half of the cost report receivable was recorded in August.
s. 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.
t. Upon motion duly made by Mr. Amundson and seconded by Ms. Berg, the August Financial report was accepted as presented.

**II. Discussion topics**

a. Construction Update
   i. Mr. Poss presented updates on the Physical Therapy Remodel Project.
   ii. Mr. Poss reminded everyone the Physical Therapy Remodel Project is completely paid for with grant money.
b. Virtual Meeting Room Equipment
   i. Ms. Moe requested $13,828.33 to purchase Virtual Meeting Room equipment.
   ii. Ms. Moe has received a grant for $6,000. To go towards the purchase of the Virtual Meeting Room equipment.
   iii. Ms. Kloppel will research if funding for the equipment could come from the COVID funds.
c. Upon motion duly made by Mr. Amundson and seconded by Ms. Berg, approval was given to purchase the Virtual Meeting Room Equipment.
d. Dragon Interface
   i. Ms. Moe requested $6,096.00 to pay for the Dragon Interface.
      1. Ms. Moe stated the interface was not included in the original bid for the Dragon.
   ii. Upon motion duly made by Mr. Amundson and seconded by Ms. Berg, approval was given to purchase the Dragon Interface at a cost of $6,096.00 a year for 10 licenses.
e. Billings Clinic Updates
   i. Dr. Segar reminded the Board of the upcoming Trustee Conference.
      1. The Trustee conference will be virtual this year.
   ii. Billings Clinic is working on high census and transfer site updates.
   iii. Billings Clinic and Mr. Poss have been working on a Strategic Plan for Wheatland Memorial Healthcare.

III. Adjournment
   a. There being no further business to be brought before the Board, upon motion duly made by Mr. Amundson and seconded by Ms. Berg, the meeting was adjourned at 7:05PM.

DON AMUNDSON, SECRETARY/TREASURER