

**Wheatland Memorial Healthcare
Board of Trustees' Meeting**

The Meeting of the Board of Trustees of Wheatland Memorial Healthcare was held on October 24, 2019 in the Health Education Center.

MEMBERS PRESENT:

Aubrey Miller, *Chairperson*
Katie Rein, *Vice Chairperson*
June Voldseth, *Trustee*

Don Amundson, *Secretary Treasurer*
Jenny Peters, *Trustee*
Richard Moe, *Trustee*

OTHERS PRESENT:

Rick Poss, *CEO*
Clint Segar, *MD, Billings Clinic*
Tina Barnhart, *Admin Assistant*
Allison Fenley, *DON*
Terry Tellock, *Maintenance*
Brittany Cooney, *RN*
Diane Jones, *Billings Clinic (via phone)*

Pat McConnell, *Billings Clinic*
Joan McMahon, *COS*
Jane Moe, *Foundation*
Peggy Hiner, *Human Resources*
Becky Parisi, *RN*
Patty Morris, *Radiology*

WELCOME AND INTRODUCTION

Mr. Miller called the meeting to order at 7:15 PM. Reading of the Mission, Vision, and Values Statement was performed.

SEPTEMBER MINUTES

The September Board Minutes were presented.

Upon motion duly made by Mr. Amundson and seconded by Ms. Rein, the September Board minutes were approved as presented.

CONSENT AGENDA

- a. CEO Report
 - i. Mr. Poss reviewed the CEO report and Dashboard.
 - 1. Mr. Poss stated there are four sleep studies scheduled for November
 - 2. Mr. Poss announced the Accreditation Survey will be November 8th.
 - 3. Mr. Poss attended a community meeting to share his experience on the process of creating a recreation district to pay for the new pool.
- b. *Upon motion made by Ms. Voldseth and seconded by Ms. Peters, the Consent Agenda was approved with the preceding discussion.*

REGULAR AGENDA

I. September Financials

- a. We posted a loss of \$137,977. This was unfavorable to budget by \$56,755. Total Operating Revenues of \$514,053 were unfavorable against budget by approximately \$33,000. The shortfall is the result of revenues being less than budget \$18,000 and total adjustments being \$46,000

unfavorable to the budget. IP days were 9 which is over the average of 7.5. Skilled swing bed days were 13 for September while the past several month averages were 51 days per month. Clinic visits were 281 for September while the past several months averages were 307 per month.

- b. Our Operating Expenses of \$680,899 were unfavorable to budget by about \$20,000.
- c. Year to date: We posted a gain of \$314,286. This was favorable to budget by approximately \$2,700. Total Operating Revenues of \$5,483,039 were unfavorable against budget by approximately \$231,000. Total Operating expenses were favorable to budget by \$140,715 which is a 2% variance.
- d. Balance Sheet, we ended the month with about \$159,659 in Cash. Cash increased by about \$24,000 from the prior month resulting in 8 days of cash on hand which is a 2-day increase from August.
- e. We have approximately \$2.57 m in net Restricted Funds, and \$1,272,098 in Net Patient Accounts Receivables. Our vendor payables balance was \$300,451, resulting in 32-days outstanding payables which is over the 30 days we want to maintain. (This indicator has been restated to remove payroll from the calculation.)
- f. Accounts Receivable days ended the month at 79; this was a 1 day decrease from the prior month balance of 80 days.
- g. We are wrapping up getting the information needed for the 990-tax return to the preparers.
- h. Rick Poss and Anne Marie Kloppel met with managers last week on budgets for FY 2020.
- i. *Upon motion duly made by Mr. Amundson and Seconded by Ms. Voldseth, the September Financial report was accepted as presented.*

II. Discussion Topics

- a. Revenue Enterprises Proposal
 - i. Mr. Poss presented a proposal from Revenue Enterprises to handle all self-pay accounts.
 - 1. Mr. McConnell stated Revenue Enterprises are based out of Denver, Colorado.
 - 2. Mr. McConnell stated revenue Enterprises would take 6% of money collected.
 - a. Mr. McConnell stated this company would be cheaper than hiring someone to work the self-pay accounts.
 - 3. Revenue Enterprises would do the monthly statements eliminating the cost of the statement vendor.
 - 4. Mr. McConnell stated Revenue Enterprises has a Customer Focus.
 - 5. Revenue Enterprises gives customers the option to pay their bill online.
 - 6. Mr. McConnell recommended the Board approve a with Revenue Enterprises to handle self-pay accounts.
 - ii. Mr. Miller requested information on the length on the contract with Revenue Enterprises.
 - 1. The Revenue Enterprises Contract proposal was tabled until next month when Mr. Poss can provide information on the length of the contract.
- b. Mr Poss presented Financial Audit bids
 - i. A decision to choose an Auditor was tabled until Mr. Poss has had the opportunity to ask Eide Bailly if they are willing to lower their bid.

1. Dr. McMahon stated it is recommended that companies change financial auditors every seven years.
- c. Management Services Agreement with Billings Clinic
- i. Mr. Miller read the prepared statement from the Board
 1. Over the past several months, the Board of Trustees has been researching our options for a management company. Our focus has been on entering into a new agreement with Billings Clinic or entering into an agreement with Cypress Healthcare, LCC from Deer Lodge, Montana. Each of us understands the weight and importance of a decision like this and we have all struggled with the decision.
 2. We would like to thank both Cypress Healthcare and Billing Clinic for their interest in working with us here at Wheatland Memorial Healthcare and greatly appreciate the time they have put into meeting with us and making their proposals for us.
 3. Before we make our decision, the Board will allow anyone in the audience to speak to the Board about this decision. We appreciate our interest in this decision and know that any decision affects all of us here at Wheatland Memorial. We will gladly listen to your thoughts and we reserve the right to ask clarifying questions of any speaker. However, we will not have a discussion with any speakers. Speakers will be limited to two minutes.
 4. Once we make a motion, we will allow no comments from the audience.
 5. Again, we would like to express our sincere thanks to Billings Clinic and Cypress Healthcare for their interest in healthcare here in our area and to all of you who have joined us this evening.
 - a. Diane Jones, Billings Clinic stated she looks forward to working with the Board as a liaison between Harlowton, her hometown and Billings Clinic moving forward should the Board choose to move forward with Billings Clinic. Ms. Jones stated she understands the importance of this difficult decision. Ms. Jones stated she understands the transition would be costly and difficult and to let the Board know she is available to offer support with communication between the Board, Harlowton and Billings Clinic.
 6. *Upon Motion duly made by Mr. Moe and seconded by Mr. Amundson the decision to continue with a Management Services agreement with Billings Clinic passed with a 4-2 vote.*
- d. Credentialing
- i. Ms. Barnhart presented a re-credentialing packet for Robert Gneiting, NP for Board approval.
 - ii. *Upon motion duly made by Mr. Amundson and seconded by Ms. Peters, privileges for Robert Gneiting, NP were approved as presented in the reappointment packet.*

III. Other Topics

- a. Physical Therapy
 - i. Mr. Amundson asked if there were any Physical Therapy applications.
 1. Ms. Hiner stated she is working with a travel company on a potential physical therapist.

2. Ms. Hiner stated we are advertising for a physical therapist traveler and physical therapist employee.
- b. Regional Trustee and Leadership Conference.
 - i. Ms. Barnhart requested the Board let her know if they are interested in attending the Conference so she can get them registered and rooms reserved.
- c. Domain Zero
 1. Dr. Segar announced Wheatland Memorial would be the next affiliate to transition to Domain Zero.
 2. Dr. Segar will have more information on the integrated medical record transition later.

IV. Adjournment

- a. *There being no further business to be brought before the Board, a motion was duly made by Mr. Amundson and seconded by Ms. Peters the meeting was adjourned at 8:18PM.*



DON AMUNDSON, SECRETARY/TREASURER