



Finance Committee

Date: Tuesday, August 23, 2022

Time: 10:00 a.m.

Location: Sprowel Creek Campus Rm 106 and via Webex

Facilitator: Governing Board Member Barbara Truitt

Minutes

Finance Committee Present: Matt Rees (Webex), Corinne Stromstad, Barbara Truitt and Paul Eves

Also Present: Kevin Church, Marie Brown, Remy Quinn and Darrin Guerra

By Webex: Adela Yanez, Karen Johnson, and Kent Scown

Not Present: None

- A. Call to Order – Barbara Truitt called the meeting to order at 10:01 a.m.
- B. Public Comment (3-minute limit per person) – none
- C. Announcements - none
- D. Previous Meeting Minutes – Minutes from Friday, July 22, 2022.

Motion: Barbara Truitt moved to approve the July 22 Finance minutes.

Second: Matt Rees

Motion Carried

E. Discussion and Review

1. July 2022 Financials – CFO Paul Eves– see reports
 - This month we had only 3 swing beds days for the 2nd month in a row. We anticipate that if we hire a full-time discharge planner, we will then be able to increase those days by accepting new referrals. We currently have a nurse that would be willing to take on the position but due to the rise in covid cases and understaffing they currently cannot fill that role.
 - Outpatient labs remain high due to Covid testing and have stayed consistent through the summer months.
 - The previous 3 months of AR cash collections exceeded 1 million each month and have sense returned to our average.
 - The pharmacy filled 3,512 prescriptions in the month of July.



- Total patient revenue was \$1.4M in July, \$250,000 from the Pharmacy, the most the Pharmacy has made in 1 month so far! The Pharmacy continues to grow each month.
- Interest income is listed every 3 months. It's posted at the month's end after a quarter.
- Salaries and benefits are incredibly high for the month. The state offered a bonus to all hospital employees in California offering each employee \$1,000. If the hospital offered another \$500 the state would match it and some of the initial \$1,000 will be refunded through the state and cost reimbursement. Costing around \$440,000. Matt believes this will be budget neutral after reimbursement.
- Humboldt County Property Tax account remains inaccurate. It's been years since we've been able to get a figure from the county. Paul has said he will be sending them a monthly letter asking for the correct amount.
- We continue to pay down the Medicare accelerated payment and expect to pay it off within the next 2 years. We have paid more than \$200,000 off the last few months in a row.
- The line on the balance sheet "Medicare Contingency" under current liabilities should be named "Bridge Loan". This correction will be made for the next meeting.

Motion: Barbara Truitt moved to approve the July 2022 Financial Statements to share with the Governing Board.

Second: Matt Rees

Motion carried

2. July 2022 Revenue Cycle Reports – Marie Brown – see report

- PFS continues to make improvements in processes. This continues to show lower AR days.
- Both new PFS representatives are continuing to excel, and we are hoping to be able to start cross training in September.
- The idea to split Treatment Authorization between PFS and HIM has turned out to be a positive change. Marie mentioned that one of the HIM employees was able to



get a paid claim that they had been fighting for 16 months!

3. July 2022 HRG Reports – Remy Quinn – see report
 - Remy Believes we need to hire a full time Case Manager, every week HIM and PFS representatives spend their time and resources to try to fill that missing clinical role. They do not have the staff to help support this need and are hopeful that if we can manage to hire more nurses, then we can fill this much needed role.
 - The HIM audit is currently underway, and we should have the data back for the September meeting.
 - On the final page of the HRG report in the “Third Party Aging & Self Pay Aging” graph continues to show a downward trend, Remy believes this is reaching a point of stabilization.
- F. Discussion Items to Report to the Board – A summary of today’s reports will be taken to the Board.
- G. Next Meeting: Tuesday September 27, 2022, at 10:00 a.m. in person at Sprowel Creek Campus Room 106 and by Webex.
- H. Adjourned at 10:34 a.m.

Minutes by Darrin Guerra