



**SoHum** Health

**SOUTHERN HUMBOLDT COMMUNITY  
HEALTHCARE DISTRICT  
FINANCE COMMITTEE  
MEETING**

**REVISED PACKET**

**Friday  
September 22, 2023  
10:00 a.m.**

**286 Sprowel Creek Road  
Garberville, CA 95542**



## Finance Committee

**Date:** Friday, September 22, 2023

**Time:** 10:00 a.m.

**Location:** Sprowel Creek Campus

**Facilitator:** Governing Board President Corinne Stromstad

**Link:** <https://shchd.webex.com/shchd/j.php?MTID=mf7678f1b970bf140227dbdaf85e067a0>

## Agenda - REVISED

<b>Time*</b>	<b>Page</b>	<b>Item</b>
10:00 a.m.		A. Call to Order
10:01 a.m.		B. Public Comment (3-minute limit per person)
		See public comment instructions below
10:05 a.m.		C. Announcements
10:10 a.m.	1-2	D. Previous Meeting Minutes
		1. Minutes from Friday, August 25, 2023
		E. Discussion and Review
10:15 a.m.	3-5	1. June, 2023 Financials – Paul Eves
10:30 a.m.		2. August, 2023 Patient Financial Services and HRG Reports – Marie Brown
		F. Discussion Items to Report to the Board
		G. Next Meeting: Friday, October 20, 2023
		H. Adjourn



**PUBLIC COMMENT ON MATTERS NOT ON THE MEETING AGENDA:** Members of the public are welcome to address the Board on items not listed on the agenda and within the jurisdiction of the Board of Directors. The Board is prohibited by law from taking action on matters not on the agenda, but may ask questions to clarify the speaker's comment and/or briefly answer questions. The Board limits testimony on matters not on the agenda to three minutes per person and not more than ten minutes for a particular subject, at the discretion of the Chair of the Board.

**PUBLIC COMMENT ON MATTERS THAT ARE ON THE AGENDA:** Individuals wishing to address the Board regarding items on the agenda may do so after the Board has completed their initial discussion of the item and before the matter is voted on, so that the Board may have the benefit of these comments before making their decision. Please remember that it is the Board's responsibility to discuss matters thoroughly amongst themselves and that, because of Brown Act constraints, the Board meeting is their only opportunity to do so.

**OTHER OPPORTUNITIES FOR PUBLIC COMMENT:** Members of the public are encouraged to submit written comments to the Board at any time by writing to Board of Directors, SHCHD, 733 Cedar Street, Garberville, CA 95542. Writers who identify themselves may, at their discretion, ask that their comments be shared publicly. All other comments shall be kept confidential to the Board and appropriate staff.

**IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT,** if you require special accommodations to participate in a District meeting, please contact the District Clerk at 707-923-3921, ext. 1303 at least 48 hours prior to the meeting." *\*Times are estimated*

*\*Times are estimated/Posted: Thursday, September 14, 2023*



## Finance Committee

**Date:** Friday, July 21, 2023

**Time:** 10:00 a.m.

**Location:** Sprowel Creek Campus Rm 106 and via Webex

**Facilitator:** Governing Board President Corinne Stromstad

## Minutes

**Finance Committee Present:** Corinne Stromstad, Kevin Church, Matt Rees and Paul Eves

**Not Present:** None

**Also Present:** Karen Johnson, Board Clerk

**By Webex:** Marie Brown, PFS Manager and Darrin Guerra, Administrative Assistant

- A. Call to Order – Corinne Stromstad 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 July 21, 2023.

**Motion:** Matt Rees moved to approve the July 21, 2023 Finance minutes, as is.

Second: Kevin Church

**Motion Carried**

### E. Discussion and Review

#### 1. May, 2023 Financials – CFO Paul Eves

- Paul is still having problems with the conversions to the new accounting system. Cash postings were done in Centriq, not the new accounting system.
- Clinic visits are up to 510 and ER visits are 301.
- High utilization of Swing beds now
- Ultrasounds have really picked up
- QIP and Rate Range came in May, so about \$7M was moved into LAIF account
- Retail Pharmacy in June was over \$400K.
- Two of the houses are ready to go and can be rented out now. We're hoping to have the other 2 ready to rent out in the next month or two.
- We're applying for a RREDC loan for the optometry purchase, and another one for EPIC (5 yr loan), which will require a resolution.
- We're paying \$300K for the buildings on Redwood Dr, then it'll cost another \$1M for upgrades to make them usable. The back portion will take less work to



get ready, and we plan on moving the business office in there. Ultrasound and the LCSW (counseling services) will use the old business office. The retail pharmacy will also be going over there, but that will be awhile. There will be some space to rent out for retail also, and offer it at a great price. We're hoping for something that tourists would stop at.

2. July, 2023 HRG Report – Marie Brown - see report
  - Statements are going out without problems now.
- F. Discussion Items to Report to the Board – The May, 2023 Financial Report will be submitted to the Governing Board for approval.
- G. Next Meeting: Friday, September 22, 2023.
- H. Adjourned at 10:29 a.m.

*Minutes by Karen Johnson*

Southern Humboldt Community  
Healthcare District

	July 22	Aug 22	Sept 22	Oct 22	Nov 22	Dec 22	Jan 23	Febr 23	March 23	April 23	May 23	June 23	Current 12 Month AVG	Year to Date- Current Year
<b>In Patient Statistics</b>														
Total Acute Patient Days	6	6	10	8	22	8	14	13	9	4	4	16	10	120
Total Swing Patient Days	3	26	37	51	91	95	95	95	80	91	95	64	69	823
Total SNF Patient Days	248	248	214	241	240	235	197	223	217	185	197	195	220	2,640
<b>Total Patient Days</b>	<b>257</b>	<b>280</b>	<b>261</b>	<b>300</b>	<b>353</b>	<b>338</b>	<b>306</b>	<b>331</b>	<b>306</b>	<b>280</b>	<b>296</b>	<b>275</b>	<b>299</b>	<b>3,583</b>
Total Acute Discharges	1	2	3	2	8	3	4	4	4	1	1	6	3	39
Total Swing Discharges	1	1	3	3	4	5	3	2	5	3	2	5	3	37
Total SNF Discharges	4	0	1	0	0	2	2	0	2	0	2	1	1	14
	6	3	7	5	12	10	9	6	11	4	5	12	8	90
<b>Acute Length of Stay</b>	<b>6.00</b>	<b>3.00</b>	<b>3.33</b>	<b>4.00</b>	<b>2.75</b>	<b>2.67</b>	<b>3.50</b>	<b>3.25</b>	<b>2.25</b>	<b>4.00</b>	<b>4.00</b>	<b>2.67</b>	<b>3</b>	<b>41</b>
ER Admits	1	2	3	2	8	5	6	4	4	1	1	6	4	43
I/P Lab Visits	41	61	15	20	27	27	34	17	33	13	23	19	28	330
I/P Radiology Visits	3	5	5	3	6	2	6	0	4	2	4	0	3	40
I/P CTs									3	1	4	2	3	10
I/P EKG's	0	0	3	0	0	1	1	1	0	1	1	0	1	8
<b>Out Patient Statistics</b>														
ER Visits	278	287	259	226	271	277	239	219	211	233	301	353	263	3,154
Clinic Visits	466	581	415	467	463	468	407	363	467	425	510	459	458	5,491
SLS Visits			0	0	0	0	0	0	0	0	0	0	0	0
Outpatient Medical	1859	2005	1184	839	905	701	712	437	1578	571	624	583	1,000	11,998
Laboratory Visits	753	1351	507	401	481	437	424	351	518	376	388	493	540	6,480
Radiology	162	160	173	171	166	147	164	129	199	171	199	156	166	1,997
Mammography	18	30	18	19	9	28	46	52	38	24	31	34	29	347
CT Scans	63	80	77	60	90	57	76	69	84	93	104	104	80	957
Ultra Sonography				8	30	75	25	58	86	105	153	97	71	637
EKG's	28	47	62	40	77	56	57	41	52	47	60	62	52	629
<b>Total O/P Visits</b>	<b>3,627</b>	<b>4,541</b>	<b>2,695</b>	<b>2,231</b>	<b>2,492</b>	<b>2,246</b>	<b>2,150</b>	<b>1,719</b>	<b>3,233</b>	<b>2,045</b>	<b>2,370</b>	<b>2,341</b>		<b>31,690</b>
Retail Pharmacy Rxs Sold	3,512	3,693	3,472	3,468	3,314	3,404	3,859	3,124	2,924	3,523	4,364	3,923	3,548	42,580
<b>Salary Statistics</b>														
Productive FTE's	81.2	80.2	87.4	90.7	98.4	87.5	92.3	94.8	98.0	97.8	98.2	98.5	92.1	
Paid FTE's	91.8	94.5	97.3	101.6	101.3	101.3	105.2	108.4	110.9	105.4	105.1	103.0	102.1	
Salaries & Ben as % of Net Rev	2867.64%	56.79%	56.52%	82.33%	55.64%	69.71%	76.36%	60.63%	63.57%	52.09%	49.28%	56.10%		
Benefits as % of Salaries	11.55%	23.93%	19.68%	32.98%	38.32%	23.86%	31.70%	33.14%	24.58%	21.60%	22.33%	23.59%		
<b>Revenue Statistics</b>														
Gross A/R > 120 Days	1,676,234	1,718,059	1,160,605	794,385	751,731	532,080	752,580	787,397	915,239	914,329	922,507	103.0	1,465,723	
A/R>120 Days as % of Total AR	113.6%	120.8%	87.3%	73.8%	69.3%	37.1%	45.3%	47.4%	61.8%	54.7%			63.0%	
Gross Days in A/R	83.4	77.0	72.0	60.0	55.0	54.9	51.7	54.0	55.2	60.4	58.3	57.9	73.6	
Net Days in A/R	77.3	71.0	67.0	54.0	49.0	49.0	47.2	48.0	51.7	55.8	54.7	54.1	67.3	
A/R Cash Collections	801,517	1,182,187	815,275	767,658	937,047	1,319,235	1,319,235	1,260,563	1,600,484	894,460	1,147,881	979,298	1,013,478	
Collections as % of Net Rev	54.9%	2860.8%	55.6%	51.5%	82.0%	79.2%	71.6%	93.7%	91.3%	54.9%	60.0%	47.6%	302.0%	
Accounts Payable Days	2.1	1.1	0.8	2.2	2.2	2.2	2.2	2.2	2.2	2.2	2.2	3.7		
Cash Collections per Cal Day	25,855	38,135	26,299	24,763	30,227	42,556	42,556	40,663	51,629	28,854	37,028	31,590	35,013	420,156
Cash Disburs. per Cal Day	58,544	50,307	50,270	54,701	55,648	64,461	58,461	77,266	54,233	55,997	-	-	48,324	579,889
<b>DATA Entry/Details/Calcs</b>														
Calendar Days	31	31	30	31	30	31	31	28	31	30	31	30		

**Southern Humboldt Community  
Healthcare District  
Income Statement  
June 2023**

Current Month			Year to Date				
\$ Variance	Budget	Actual		Actual	Budget	\$ Variance	% Variance
			<b>GROSS PATIENT REVENUE</b>				
5,049	237,500	242,549	INPATIENT	2,928,549	2,375,000	553,549	23%
34,914	41,670	76,584	INPATIENT ANCILLARY	809,511	416,700	392,811	94%
953,662	1,202,080	2,155,742	OUTPATIENT ANCILLARY	19,982,257	12,020,800	7,961,457	66%
993,625	1,481,250	2,474,875	<b>TOTAL PATIENT REVENUE</b>	23,720,317	14,812,500	8,907,817	60%
			<b>DEDUCTIONS FROM REVENUE</b>				
287,465	515,630	803,095	CONTRACTUAL ALLOWANCES	7,097,645	5,156,300	1,941,345	38%
(71,678)	71,670	-8	PROVISION FOR BAD DEBTS	118,657	716,700	(598,043)	-83%
52,158	36,000	88,158	OTHER ALLOWANCES/DEDUCTIONS	1,077,221	360,000	717,221	199%
	-300,000	-300,000	OTHER OPERATING IGTs & SUPPLEMENTAL	-3,700,000	-3,000,000		
267,945	323,300	591,245	<b>TOTAL DEDUCTIONS</b>	4,593,523	3,233,000	1,360,523	42%
725,680	1,157,950	1,883,630	<b>NET PATIENT REVENUE</b>	19,126,794	11,579,500	7,547,294	65%
17,794	12,000	29,794	OTHER OPERATING REVENUE	279,485	120,000	159,485	133%
743,474	1,169,950	1,913,424	<b>TOTAL OPERATING REVENUE</b>	19,406,279	11,699,500	7,706,779	66%
136,869	731,670	868,539	SALARIES & WAGES	9,780,320	7,316,700	2,463,620	34%
46,528	158,330	204,858	EMPLOYEE BENEFITS	2,458,301	1,583,300	875,001	55%
76,188	123,330	199,518	PROFESSIONAL FEES	2,394,219	1,233,300	1,160,919	94%
70,800	112,500	183,300	SUPPLIES	2,199,597	1,125,000	1,074,597	96%
4,120	21,670	25,790	REPAIRS & MAINTENANCE	309,484	216,700	92,784	43%
76,874	110,000	186,874	PURCHASED SERVICES	2,242,486	1,100,000	1,142,486	104%
8,845	14,170	23,015	UTILITIES	276,176	141,700	134,476	95%
(9,378)	23,330	13,952	INSURANCE	167,420	233,300	(65,880)	-28%
0		0	INTEREST	7,479	0	7,479	#DIV/0!
6,613	38,330	44,943	DEPRECIATION/ AMORTIZATION	539,315	383,300	156,015	41%
33,874	33,330	67,204	OTHER	806,453	333,300	473,153	142%
451,333	1,366,660	1,817,993	<b>TOTAL OPERATING EXPENSES</b>	21,181,250	13,666,600	7,514,650	55%
292,141	-196,710	95,431	<b>OPERATING PROFIT (LOSS)</b>	-1,774,971	-1,967,100	192,129	-10%
(2,500)	95,000	92,500	TAX REVENUE	1,124,127	950,000	174,127	18%
(40,000)	40,000	0	OTHER NONOPERATING REV (EXP)	2,435,412	400,000	2,035,412	509%
		0	INTEREST INCOME	56,297			
(42,500)	135,000	92,500	<b>NET NON OPERATING REV (EXP)</b>	3,615,836	1,350,000	2,265,836	168%
249,641	-61,710	187,931	<b>NET INCOME (LOSS)</b>	1,840,865	-617,100	2,457,965	-398%

**Southern Humboldt  
Community Healthcare District  
Income Statement Trend**

	July 22	Aug 22	Sept 22	Oct 22	Nov 22	Dec 22	Jan 23	Febr 23	March 23	April 23	May 23	June 23	12 Month AVG: Jan '22-Dec 22	YTD - Current Year
Inpatient Daily Hospital Services	203,494	195,530	226,636	229,926	312,161	274,851	267,263	275,255	261,424	214,962	224,498	242,549	244,046	2,928,549
Ancillary Revenue	62,795	46,574	49,420	59,860	97,151	49,174	76,880	48,123	78,299	68,250	96,401	76,584	67,459	809,511
Outpatient Revenue	1,494,265	1,585,012	1,608,495	1,477,715	1,791,368	1,514,071	1,549,924	1,527,660	1,643,515	1,723,083	1,911,407	2,155,742	1,665,188	19,982,257
<b>Total Hospital Revenue</b>	<b>1,760,554</b>	<b>1,827,116</b>	<b>1,884,551</b>	<b>1,767,501</b>	<b>2,200,680</b>	<b>1,838,096</b>	<b>1,894,067</b>	<b>1,851,038</b>	<b>1,983,238</b>	<b>2,006,295</b>	<b>2,232,306</b>	<b>2,474,875</b>	<b>1,976,693</b>	<b>23,720,317</b>
Contractual Allowances	144,218	594,051	673,790	815,485	701,700	197,898	485,611	444,548	514,777	611,070	1,111,402	803,095	591,470	7,097,645
Provision for Bad Debts	76,189	12,288	96,895	34,203	64,639	53,223	334,487	17,232	60,709	126,477	(757,677)	(8)	9,888	118,657
Other Allowances/Deductions	191,920	73,992	78,939	90,138	84,880	78,020	49,789	52,567	97,448	53,084	138,286	88,158	89,768	1,077,221
Other Operating: IGTs & Supplemental	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(400,000)	(300,000)	(300,000)	(300,000)	(300,000)	(308,333)	(3,700,000)
<b>Total Deductions</b>	<b>112,327</b>	<b>380,331</b>	<b>549,624</b>	<b>639,826</b>	<b>551,219</b>	<b>29,141</b>	<b>569,887</b>	<b>114,347</b>	<b>372,934</b>	<b>490,631</b>	<b>192,011</b>	<b>591,245</b>	<b>382,794</b>	<b>4,593,523</b>
Contractual %													19%	19%
<b>Net Patient Revenue</b>	<b>1,648,227</b>	<b>1,446,785</b>	<b>1,334,927</b>	<b>1,127,675</b>	<b>1,649,461</b>	<b>1,808,955</b>	<b>1,324,180</b>	<b>1,736,691</b>	<b>1,610,304</b>	<b>1,515,664</b>	<b>2,040,295</b>	<b>1,883,630</b>	<b>1,468,599</b>	<b>19,126,794</b>
Net Revenue %	94%	79%	71%	64%	75%	98%	70%	94%	81%	76%	91%	76%	74%	81%
Other Operating Revenue	15,449	20,822	16,920	15,442	15,842	16,490	21,700	16,354	19,087	75,663	15,922	29,794	23,290	279,485
<b>Total Revenue</b>	<b>1,663,676</b>	<b>1,467,607</b>	<b>1,351,847</b>	<b>1,143,117</b>	<b>1,665,303</b>	<b>1,825,445</b>	<b>1,345,880</b>	<b>1,753,045</b>	<b>1,629,391</b>	<b>1,591,327</b>	<b>2,056,217</b>	<b>1,913,424</b>	<b>1,491,889</b>	<b>19,406,279</b>
Salaries & Wages	1,062,282	672,518	704,531	707,695	669,912	1,036,649	780,344	798,310	831,476	819,693	828,372	868,539	815,027	9,780,320
Employee Benefits	122,742	160,924	138,636	233,405	256,697	247,346	262,745	264,545	204,363	177,052	184,988	204,858	204,858	2,458,301
Professional Fees	175,415	224,275	217,692	269,048	233,284	141,316	228,731	141,000	138,238	229,792	195,910	199,518	199,518	2,394,219
Supplies	103,987	132,886	89,573	137,641	164,621	150,619	175,771	595,910	112,860	107,916	244,513	183,300	183,300	2,199,597
Repairs & Maintenance	48,351	15,083	12,430	10,658	15,757	18,360	20,506	16,555	35,315	45,622	45,057	25,790	25,790	309,484
Purchased Services	189,613	202,305	195,034	197,269	169,223	193,708	198,548	234,161	191,638	144,023	140,090	186,874	186,874	2,242,486
Utilities	9,191	17,557	18,992	19,889	16,375	19,917	19,910	12,766	46,071	46,424	26,069	23,015	23,015	276,176
Insurance	13,117	13,117	13,026	13,026	13,026	13,026	13,026	13,026	23,026	13,026	13,026	13,952	13,952	167,420
Interest									7,479				623	7,479
Depreciation	47,210	47,210	48,125	48,125	48,127	48,128	48,128	45,841	37,826	37,826	37,826	44,943	44,943	539,315
Other Expense	42,944	73,651	70,056	58,985	82,417	129,231	64,567	41,345	52,944	58,544	64,565	67,204	67,204	806,453
<b>Total Expenses</b>	<b>1,814,852</b>	<b>1,559,526</b>	<b>1,508,095</b>	<b>1,695,741</b>	<b>1,669,439</b>	<b>1,998,300</b>	<b>1,812,276</b>	<b>2,163,459</b>	<b>1,681,236</b>	<b>1,679,918</b>	<b>1,780,416</b>	<b>1,817,993</b>	<b>1,765,104</b>	<b>21,181,250</b>
Expenses %	109%	106%	112%	148%	100%	109%	135%	123%	103%	106%	87%	95%	118%	4%
<b>Profit/Loss from Operations</b>	<b>(151,176)</b>	<b>(91,919)</b>	<b>(156,248)</b>	<b>(552,624)</b>	<b>(4,136)</b>	<b>(172,855)</b>	<b>(466,396)</b>	<b>(410,414)</b>	<b>(51,845)</b>	<b>(88,591)</b>	<b>275,801</b>	<b>95,431</b>	<b>(273,215)</b>	<b>(1,774,971)</b>
Tax Revenue	92,500	92,500	92,500	92,500	92,500	92,500	100,855	92,500	92,500	98,272	92,500	92,500	93,677	1,124,127
Other Non Operating Rev (Exp)	100,000	12,035	73,376	55,512		85,913	401,333	431,060	116,878	1,159,305			270,601	2,435,412
Interest Income			27,704		143	28,450							18,766	56,297
<b>Net Non-operating Rev/(Exp)</b>	<b>192,500</b>	<b>104,535</b>	<b>193,580</b>	<b>148,012</b>	<b>92,643</b>	<b>206,863</b>	<b>502,188</b>	<b>523,560</b>	<b>209,378</b>	<b>1,257,577</b>	<b>92,500</b>	<b>92,500</b>	<b>383,044</b>	<b>3,615,836</b>
<b>NET INCOME/ (LOSS)</b>	<b>41,324</b>	<b>12,616</b>	<b>37,332</b>	<b>(404,612)</b>	<b>88,507</b>	<b>34,008</b>	<b>35,792</b>	<b>113,146</b>	<b>157,533</b>	<b>1,168,986</b>	<b>368,301</b>	<b>187,931</b>	<b>109,829</b>	<b>1,840,865</b>