

BOARD OF TRUSTEES MEETING MINUTES

Thursday, May 25, 2023, Board Room/ZOOM, 6:00 p.m.

5:00 p.m. Board of Trustees Education/Dinner. At the afternoon session, the trustees were given a tour of the Rapid Care Clinic at 2020 W. Victory Way and the Maintenance Building at 750 Hospital Loop.

6:00 p.m. Board of Trustees Meeting

Call to Order. The meeting was called to order at 6:00 p.m. by Denise Arola, Chair.

Board of Trustees present: Dr. Kelly Hepworth, Roger Richmond, Denise Arola, Steve Hilley, Amy Updike, and John Ponikvar.

Board of Trustees absent: Dr. Allen Reishus.

Staff Present: Brittany Johnson, Rebecca Forney, Kristine Cooper, Dr. Jeff Womble, Zachary Johnson, Keith Velardo, Michael Buda, Dr. Kyle Miller, RJ Palmer, and Julie Hanna.

Guest Present: Chris Dillon of Eide Bailly via ZOOM.

Opportunity for Public to Address the Board. There were no requests.

2022 Financial Audit. Chris Dillon presented to the board the 2022 Financial Audit as completed by the audit firm of Eide Bailly. It had previously been presented to the 5-24-2023 Finance Committee which recommended it be forwarded to the board. There were no findings only some minor changes for prior year because of new standards for accounting of leases.

MOTION 2023 – 43: Moved by Dr. Kelly Hepworth, seconded by Steve Hilley, That the Board of Trustees approve the 2022 Financial Audit as presented. Ayes, all. Motion carried.

2022 Cost Report. Brittany Johnson, CFO, reported that the cost report came in with a payable which was substantially less than forecasted and budgeted.

MOTION 2023 – 44: Moved by Steve Hilley, seconded by Dr. Kelly Hepworth, That the Board of Trustees authorize Brittany Johnson, CFO, to submit the cost report. Ayes, all. Motion carried.

June, 2023 Calendar. The June calendar was reviewed by the board and accepted as presented.

Board Member Visitation Report. Denise Arola met with Anessa Kopsa in Cardiopulmonary. They discussed outpatient studies done in the department and how they link into EPIC. They toured the sleep studies rooms. Later Denise met with Lynnette Schiedschlaw of HR and learned of recent plans to review the department's policies, job descriptions, and improve visibility of the HR department throughout MRH.

MRH Board of Trustees By-Laws. Denise Arola presented the updated By-Laws that have been reviewed by legal counsel.

MOTION 2023 – 45: Moved by Steve Hilley, seconded by Dr. Kelly Hepworth, That the Board of Trustees approve the Memorial Regional Health Board of Trustees By-Laws. Ayes, all. Motion carried.

MRH Board of Trustees Legal and Ethical Compliance Policy. Denise Arola presented updates to this policy which has been reviewed by legal counsel.

MOTION 2023 – 46: Moved by Amy Updike, seconded by Steve Hilley, That the Board of Trustees approve the updated MRH Board of Trustees Legal and Ethical Compliance Policy. Ayes, all. Motion carried.

REQUEST FOR MEDICAL STAFF PRIVILEGES. Dr. Jeff Womble presented the credentials.

MOTION 2023 – 47: Moved by Steve Hilley, seconded by John Ponikvar, That the following privileges be approved as reviewed and recommended by the Credentials Committee and approved by the Medical Executive Committee:

The following files are presented to the Board of Trustees for **Provisional Staff** appointment:

Kolby Lance, DMD – Oral and Maxillofacial/Dental Surgery. The committees reviewed and approved the application and file for Dr. Lance, and they recommend his appointment to the Provisional Staff of The Memorial Hospital.

Michael Bloss, MD – Tele-Radiology (proxy). The committees reviewed and approved the application and file for Dr. Bloss, and they recommend his appointment to the Provisional Staff of The Memorial Hospital.

Deborah Conway, MD – Tele-Radiology (proxy). The committees reviewed and approved the application and file for Dr. Conway, and they recommend her appointment to the Provisional Staff of The Memorial Hospital.

Brittany Morgan, MD – Tele-Radiology (proxy). The committees reviewed and approved the application and file for Dr. Morgan, and they recommend her appointment to the Provisional Staff of The Memorial Hospital.

The following files are presented to the Board of Trustees for **Advancement** of privileges:

None

The following files are presented to the Board of Trustees for **Reappointment** of privileges:

Margo Boatner, PAC – Physician Assistant. The committees reviewed and approved the application and file for Ms. Boatner, and they recommend her reappointment to the Non-Physician Provider Staff of The Memorial Hospital.

Ayes, all. Motion carried.

Consent Agenda – Meeting Minutes

MOTION 2023 – 48: Moved by Amy Updike, seconded by John Ponikvar, That the MRH Board of Trustees Meeting Minutes for 4-27-2023 be approved; the MRH Finance Committee Meeting Minutes for 5-22-2023 be accepted; and the Quality Steering Committee Meeting Minutes for 5-10-2023 be accepted. Ayes, all. Motion carried.

Projects and Capital Purchases (as recommended by Finance Committee on 5-22-2023).

Stryker Operating Tables (3) for Surgical Services. Becky Forney and RJ Palmer presented this request. The existing operating tables are at end of life having been purchased in 2009, and are considered obsolete with no opportunity for replacement parts and service. RJ is also recommending the carbon fiber option for ease in disassembly and weight. There is a one-year warranty, and a five-year service contract will be requested at the end of the warranty to include in-house training by the MRH Biomet Department.

Spectra Security Cameras. IT. Zach Johnson and Keith Velardo presented this request. The present cameras are dated 2009, and only 75% are working. The new system will be web based, and will also serve the Medical Office Building, the Specialty Clinic and the Rapid Care Clinic for internal and external cameras. Spectra is the vendor being recommended. Spectra will pull the old cameras and wiring, provide the replacement cameras, and install 38 new cameras. These cameras are law enforcement quality and will be able to be accessed remotely rather than the present point of access which is only an onsite IT closet. Additionally, the quality of recordings will be considerably improved.

MOTION 2023 – 48: Moved by Steve Hilley, seconded by Dr. Kelly Hepworth, That the Board of Trustees approve the purchase of Stryker Operating Tables (3) for Surgical Services at a cost of \$151,834.83. The board also approves the purchase of the Spectra replacement cameras at a cost of \$77,8987.64. Ayes, all. Motion carried.

April 2023 Clinics Census Report. Kyle Miller, COO, presented the patient census report.

4-30-2023 MRH Financial and Statistical Report. Brittany Johnson, CFO, presented the finance report.

Income Statement

Gross revenue for the month of April was at \$8.7m (Column A, Line 4) compared to a budget of \$9.8m. Prior year gross revenue was \$9.5m. Net Patient Revenue was \$4.6m (Column A, Line 10) for April on a budget of \$5.4m and prior year at \$5.0m.

Expenses: Employee Health Insurance costs (Column A, Line 15) were higher again in April. Contract Labor has reduced with 12 current travelers (column A, line 18). Total expenses for the month were at \$5.1m (Column C, Line 34) compared to a budget of \$5.3m.

MRH completed a Fixed Asset Inventory in April and disposed of several items related to the 785 Russell clinic. Gain/Loss on Investment- Community Clinics profit for the month was \$116k in total, \$49k was from EMS, \$78k from OHA, (\$36k) from Retail Pharmacy, and \$1k from School Nurse. MRH also received an investment statement from Providence Recovery that had a loss of (\$61k).

The Net Loss for April was (\$500k), and YTD Net Loss is (\$503k) on a budget of \$4k. Prior Year was at a Net Loss of (\$540k).

Balance Sheet

Cash for the month is at \$5.8m (column A, line 1). Under Limited Use Assets (Column A, Line 17), MRH has \$2.1m reserved for future Cost Reports. On Column A, Line 18 MRH has self-reserved for future capital purchases.

Days in AR

Days in AR are up from last month's 70 to 73 in April.

Days
Cash on
Hand

Days Cash on Hand is at 35.6 days, which is down slightly from prior month of March at 36.5 days. MRH also has 25 additional days of cash on hand in self-restricted accounts.

Total Profit
Margin (TPM)

TPM for the month is at (-5.7%). Our 12-month average is 0.2%.

2024 Replacement Capital List. Brittany Johnson, CFO. This is the USDA required listing of expected replacement capital items for the next five years. The managers are asked to review the capital needs in their individual departments and provide their assessment.

MOTION 2023 – 49: Moved by Dr. Kelly Hepworth, seconded by Steve Hilley, That the Board of Trustees approve the MRH 2024 Replacement Capital List as presented. Ayes, all. Motion carried.

Adjourn. There being no further business, the meeting was adjourned at 7:12 p.m.

Respectfully submitted,

Julie Hanna

Julie Hanna
Executive Assistant and Recorder