

Campbell County Health
Finance Committee
February 25, 2019

Mr. Adrian Geritts called the Finance Committee meeting to order at 12:00p.m. on Monday, February 25, 2019. The meeting was held in the Hospital Board Room.

Members Present:

Mr. Adrian Gerrits, Chairman
Dr. Sara Hartsaw, Trustee
Dr. Ian Swift, Trustee

Staff Members Present:

Mr. Andy Fitzgerald, Chief Executive Officer
Ms. Colleen Heeter, Chief Operating Officer
Mr. Dalton Huber, Chief Financial Officer
Ms. Misty Robertson, Chief Nursing Officer
Mr. Steve Crichton, Vice President of Facilities
Mr. Bill Stangl, Vice President of Physician Services
Ms. Heather Stucker, Controller
Ms. Jonni Belden, Vice President of Continuing Health Services
Ms. Yvonne Robinett-Hoiland, Revenue Cycle Director
Ms. Karen Clarke, Director of Community Relations
Ms. Kim Johnson, Director CDI-Compliance & Privacy
Ms. Denise Yvonne, Recorder

Approval of Agenda

*Dr. Ian Swift moved, seconded by Dr. Sara Hartsaw, to approve the agenda as presented.
Motion carried.*

Approval of Minutes

*Dr. Ian Swift, moved, seconded by Dr. Sara Hartsaw to approve the minutes as presented.
Motion carried.*

Old Business

- Revenue Cycle Update
 1. Cash receipts were Strong in January..
 2. Blue Cross payments were strong in January but payments fell in February as Blue Cross is having problems with the computer conversion done in January.
 3. Meditech issues continue to be resolved.
 4. VA contracts have been signed and TriWest is processing claims. The Sheridan VA is assisting with claims prior to the TriWest contract.
 5. Self-Pay has had the largest increase due to how the Receivables Solution accounts were tracked.
 6. Anesthesia coding is about a month behind; staff are working to catch up.

Committee asked that detailed updates done by Ms. Yvonne Robinett continue to be included in the Finance packets along with any other information presented.

New Business

- Administrative Policy
Expenditure Control- This policy establishes authorization limits for hospital expenditures.

Dr. Sara Hartsaw moved, seconded by Dr. Ian Swift to approve the updated policy as presented and send to Board for full approval. Motion carried.

- Landers Trust
 Accounting is working on cleaning up restricted funds section of balance sheet. Included is the original letter from the Lander Trust, which outlines the intended use of the funds for medical equipment. Ms. Heather Stucker and Mr. Dalton Huber want to use the funds for equipment in FY2020 or FY2021. Committee members asked that staff return next month with a detailed plan for use of the trust. **Tabled** until March Finance Committee Meeting.

- Capital Requests

1. POWDER RIVER SURGERY CENTER
Ultrasound System.

Budget Contingency	Actual \$ 35,240
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2. SURGICAL SERVICES
Ultrasound System

Budget \$25,000	Actual \$58,720
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3. INFORMATION SYSTEMS
Microsoft Licensing

Budget \$575,120	Actual \$168,269
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Business and Clinical Analytics Software

Tabled until March Finance Committee meeting.

Meditech Software Down Payment

Budget \$643,524	This Request: \$35,556
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*Dr. Ian Swift, moved, seconded by Dr. Sara Hartsaw to approve all capital requests presented apart from the **tabled** Business Clinical Analytics Software. Motion carried.*

Monthly Financial Report

Ms. Stucker presented the January 2019 financial data.

- Financial Narrative
 1. January 2019 Operating Income Margin -\$17,092,000 actual, \$16,074,000 budgeted
 2. Days Cash on Hand increased to 170. Cash increased \$1M.
 3. Accounts Receivable Days decreased to 85 days

Resolution of Collections

Resolution of Collections	
The Discharged debt for January 2019 as follows	
Collection sent to CPI	\$296,367.13
Collections Sent to Chapman	\$ 644,659.70
Combined Total for January 2019	\$941,026.83

Dr. Ian Swift moved, seconded by Dr. Sara Hartsaw, to approve the Uncollectable Debt for January 2019 Motion carried.

Adjournment

The meeting adjourned at 1:07 pm.

The next regularly scheduled Finance Committee meeting will be held on Monday, March 25, 2019 at 12:00pm in the Board Room.

Ms. Denise Yvonne, Recorder