

Campbell County Health
Finance Committee
July 16, 2018

Dr. Swift called the Finance Committee meeting to order at 12:03 p.m. on Monday, July 16, 2018 in the Hospital Board Room.

Members Present:

Dr. Ian Swift, Chairman
Dr. Sara Hartsaw, Trustee
Mr. Randy Hite, Trustee

Member(s) Excused Absent:

Adrian Geritts

Staff Members Present:

Mr. Andy Fitzgerald, Chief Executive Officer
Mr. Dalton Huber, Chief Financial Officer
Mr. Bill Stangl, Vice President of Physician Services
Ms. Deb Tonn, Vice President of Patient Services
Ms. Noamie Niemitalo, Vice President of Human Resources
Ms. Karen Clarke, Community Relations Manager
Ms. Colleen Heeter, PRSC Director
Ms. Heather Stucker, Controller
Ms. Yvonne Robinett-Hoiland, Revenue Cycle Director
Ms. Denise Yvonne, Recorder

Also Present:

Ms. Perrin Stein-News Record

Approval of Agenda

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

Approval of Minutes

Mr. Huber requested to reduce the Finance Report section of the written minutes to documenting major factors of financial performance. The entire report is still included in the Committee packet and given as an oral report during the meeting. Committee members agreed to this change.

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

Old Business

- Accounts Receivable.
 - Work on collecting in the Greenway system continues. Expectations are that within six (6) months, all accounts with Greenway will be resolved.
 - Contracted with ADECCO to help catch up on some scanning into Meditech.

- Outsourcing with Xtend Health Care to clean up Greenway's Accounts Receivable. Will also use Xtend Health Care to clean up the Meditech AR backlog due to Meditech transition.
- Contracted with Clear Balance for interest free self-pay accounts. Company will brand its billing efforts as an extension of CCH
- Early out vendor RNB. This company also brands themselves as an extension of CCH.

Committee requested 60-day review of the progress.

New Business

- **FY2019 Budget Assumptions**
 - No changes to the assumptions from previous review.
 - 5% rate Increase for services.
 - 12% EBIDA
- **Operating Budget**
 - Proposed FY2019 Excess Revenue over Expenses \$1,382,085
- **Proposed FY2019 Capital Budget \$24,789,385**
 - Additional Capital requests for EMS – Ambulance chassis
 - FY2018 Equipment carryover, approved but not received in 2018 – carried to 2019
- **Capital Requests**
 - **Surgical-**
 - Instrument Fund
Budget: \$75,000 Actual: \$ 75,000
 - **Information Systems-**
 - Server Replacements
Budget: \$100,000 Actual: \$100,000
 - Standard IT Hardware Replacements, Additions and Upgrades
Budget: \$160,000 Actual: \$160,000
 - Digital Phone Replacements
Budget: \$53,000 Actual: \$53,000
 - **Materials Management-**
 - Replacement-multifunction Devices
Budget: \$71,818 Actual: \$71,818
 - **PRSC-**
 - Surgical Instrument Fund
Budget: \$50,000 Actual: \$50,000
 - **Plant Operations-**
 - Replacement Delivery Truck
Budget \$56,881 Actual: \$56,881
 - Replace Fire Valves Phase II
Budget: \$125,000 Actual: \$125,000
 - **Cardiology Clinic-**
 - ECG Management System
Budget: \$90,824 Actual: \$90,824
 - **Nutrition Services –Legacy**
 - Thermal Pellet System
Budget \$40,000 Actual: \$40,000
 - **Emergency Medical Services**

- Ambulance Chassis Remount
Budget: \$125,094 Actual: \$125,094
- **Home Health**
 - Tele-Monitoring Implementation
Budget: \$49,000 Actual: \$49,000

Dr. Hartsaw moved, seconded by Mr. Hite, to send all capital requests for full board approval, Motion carried.

Dr. Hartsaw moved, seconded by Mr. Hite, to present FY2019 budget for full board approval.

Monthly Financial Report

Ms. Stucker presented the June 2018 financial data.

- Financial Narrative
 - June 2018 Operating Income Margin -\$746,000 Year to date -\$14,672,000
 - Days Cash on Hand increased to 170 in June. Cash increased \$1M.
 - June’s accounts receivable days increased to 78 days.
- Discharge of Uncollectible Debt

Uncollectible Debt	
The uncollectible debt for June 2018 by category is as follows	
Inpatient Uncollectible	\$136,538.18
ER Uncollectible	\$ 82,328.85
Outpatient Uncollectible	\$58,457.77
Combined Total for June 2018	\$277,324.80

Dr. Hartsaw moved, seconded by Mr. Hite, to approve the Uncollectible Debt for June 2018. Motion carried.

Adjournment

Dr. Hartsaw moved to adjourn, seconded by Mr. Hite, motion carried. The meeting adjourned at 12:46 p.m.

The next regularly scheduled Finance Committee meeting will be held on Monday, August 20, 2018 at 12:00pm in the Board Room.

Denise Yvonne, Recorder