

Campbell County Health  
Finance Committee  
September 24, 2018

Dr. Swift called the Finance Committee meeting to order at 12:00 p.m. on Monday, September 24, 2018. The meeting was held in the Hospital Board Room.

**Members Present:**

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

**Member(s) Excused Absent:**

**Staff Members Present:**

Mr. Andy Fitzgerald, Chief Executive Officer  
Mr. Dalton Huber, Chief Financial Officer  
Mr. Steve Crichton, Vice President of Facilities  
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. Heather Stucker, Controller  
Ms. Jonni Belden, Vice President of Continuing Health Services  
Ms. Ms. Yvonne Robinett-Hoiland, Revenue Cycle Director  
Ms. Karen Clarke, Community Relations Manager  
Ms. Colleen Heeter, Executive Director PRSC  
Ms. Denise Yvonne, Recorder

**Also Present:**

Ms. Perrin Stein, News Record

**Approval of Agenda**

*Mr. Gerrits moved, seconded by Dr. Swift, to approve the agenda as presented. Motion Carried*

**Approval of Minutes**

*Mr. Gerrits, moved, seconded by Dr. Swift, to approve the minutes as presented. Motion carried.*

**Old Business**

- Revenue Cycle Update  
The committee received a comprehensive list of issues related to revenue cycle. Several actions are being taken such as weekly meetings, reducing the amount held by the clearinghouse and a new report listing Discharged Not Final Billed (DFNB) accounts. Dr. Swift requested a monthly Revenue Cycle report on progress of collections processed.

Budget Questions

Methodology for forecasting is such that our current budget is very close to last year’s actual year-end.

**New Business**

- Capital Requests
  - **Surgery-**
    - In Light Camera System  
**Budget: \$35,194                      Actual: \$ 35,197**
- Capital Requests-*Facilities*
  - **Stocktrail Rehab**
    - Patient Flooring & Cabinets  
**Budget: \$84,264**
    - Steam Systems Upgrade  
**Budget: (Not to exceed) \$492,000**
  - **Legacy**
    - Oxygen Storage  
**Budget: \$25,000**
  - **CCMH**
    - Removal of Data Closet Ceilings  
**Budget: \$50,000 (Ongoing effort requires sprinkler system modifications)**

**Monthly Financial Report**

Ms. Stucker presented the August 2018 financial data.

- Financial Narrative
  - August 2018 Operating Income Margin -\$334,000, Year to Date -\$1978,000
  - Days Cash on Hand decreased to 158 in August, Cash decreased to \$3M
  - July’s accounts receivable days increased to 83 days.
- Discharge of Collections turned over and returned to CCH for final resolution

<b>Collections Turned over to CPI in August 2018</b>	
Combined Total for collections turned over to CPI	<b>\$672,220</b>
<b>Returned to CCH for Final disposition in August 2018 by category is as follows</b>	
Inpatient	\$99,542
ER	\$118,265
Outpatient	\$87,506
Combined Total Returned to CCH for Final discharge	<b>\$305,313</b>
<b>GRAND TOTAL \$977,533</b>	

*Dr. Hartsaw moved, seconded by Mr. Gerrits, to approve the Uncollectable Debt for August 2018 Motion carried.*

**Executive Session**

Dr. Hartsaw moved, seconded by Mr. Gerrits to initiate Executive Session. Motion carried.  
Public Session resumed at 1:11p.m.

**Adjournment**

Dr. Hartsaw moved, seconded by Mr. Gerrits to adjourn, Motion carried. Dr. Swift adjourned meeting at 1:13p.m..

The next regularly scheduled Finance Committee meeting will be held on Monday, October 22, 2018 at 12:00pm in the Board Room.

Denise Yvonne, Recorder