

Missouri River Medical Center
Board of Trustees
August 22, 2017

A regular meeting of the Board of Trustees of the Missouri River Medical Center was held on August 22, 2017 in the Reach Education Room of MRMC. The meeting was called to order by Chairman, Mike O'Hara at 3:00 PM.

Members: Members present were Mike O'Hara, Nikki Stovall, Mavis Engellant, Ross Rettig and Larry Bauer. Also present were Louie King, CEO; Janice Woodhouse, COO-DON; Shari Dolan, CFO; and Star Taylor, Recorder.

Guests: Connlee Gray from the River Press.

Minutes: Minutes of the July 25th meeting were reviewed.

MOTION: The MRMC Board of Trustees approve the minutes of the July 25, 2017 meeting as written. Motion was made by Mavis Engellant, second by Nikki Stovall. Motion passed unanimously.

Foundation Report: There is no report at this time.

Board Action Items:

- **Projects:** Administration and the Board of Trustees met with Wipfli (the auditing company whose is completing the Financial Feasibility Study). They feel that we should apply for the USDA loan thru Bear Paw Development, comprising of needed funds for both phase 2 and 3 of our building plan.

MOTION: The MRMC Board of Trustees approve following Wipfli recommendations to proceed with Bear Paw Development and USDA financing for phase 2 and 3 of the building plans. Motion was made by Nikki Stovall, second by Ross Rettig. Motion passed unanimously.

Amerisco has approved us for a \$920,000 loan to upgrade the infrastructure of the facility. This loan would cover a 20year period with the payments being equal to what we are paying for electricity now.

- **Improvements/equipment:** The Wanderguard system that we have right now is not functioning correctly and either need to be upgraded or replace. We have gotten quotes for both upgrading and replacement. The quote for replacement is to tie the system in

with our fire alarm system. Janice has been trying to contact the state to find out if the regulations require it to be tied in with the fire alarm system but hasn't not received an answer as of yet. We need to move quickly on this matter.

MOTION: The MRMC Board of Trustees approves either replacing or upgrading the Wanderguard system as required by the state. Motion was made by Ross Rettig, second by Mavis Engellant. Motion passed unanimously.

We have several wheelchairs that are in need of being replaced. Star and Gage Grossman will be ordering new chairs for the hospital and clinic.

Nursing Service Report:

- Laura Lynch is retiring but will do some call in coverage.
- Janice is looking at a per diem nurse who recently moved to the Highwood area. Right now she wants only per diem.
- Janice and Louie have been doing some departmental meetings to keep staff informed of what is going on in the facility.
- The Auditor was here last week for 3 days. She was very appreciative of the work that staff had done preparing for her visit and the help the staff provide her while she was here.

Financial Services Report:

- **Financial Statement** – Gross Operating Revenue for July was \$446,465 with Contractual Adjustments of \$32,768, Other Operating Revenue of \$1,202 and Operating Expenses of \$405,452 which resulted in a net operating loss of \$6,398. With the addition of tax subsidies and non-operating revenues & expenses, July ended with a net loss of \$274. Our year-to-date loss is \$274.
- **Outpatient & Inpatient Services:** Emergency Department visits were 55 for July. Physical Therapy visits were 211. Inpatient days were 2; Swing bed days were 35, Long-term Skilled Nursing days 559 for a total of 576 Patient days.
- **Clinic Services:** Benton Medical Center had 388 provider visits in March.
- **Lab & Radiology Services:** The lab conducted 2,444 tests and Rad conducted 52 tests. There were 15 CTs done.

CEO Report:

- Louie stated that Bryan and he were starting to work on a grant application to the Strand Foundation.

MOTION: The MRMC Board of Trustees approves going into executive session. Motion was made by Mavis Engellant, second by Ross Rettig. Motion passed unanimously.

MOTION: The MRMC Board of Trustees approves coming out of executive session. Motion was made by Mavis Engellant, second by Ross Rettig. Motion passed unanimously.

MOTION: The MRMC Board of Trustees approves adjourning the meeting. Motion was made by Mavis Engellant, second by Ross Rettig. Motion passed unanimously.

The next meeting is scheduled for Tuesday, September 26, 2017; at 3:00pm.

Respectfully Submitted,

Mike O'Hara, Chairman

Star Taylor, Recorder

**Missouri River Medical Center
Finance Report
August 2017 Financial Statements**

Statement of Operations

Revenue:

InPatient:

In Patients – 3	Total In Patient Days – 8
Skilled Swing Bed Patients - 5	Total SSB Days – 86
CAH LTC Patients – 18	Total SNF Days – 558

OutPatient:

PT – 264 visits
Lab – 206 patients – 2,717 tests
ER's – 51 visits
Clinic Visits – 441
Rad – 46 tests
CTs - 23 tests

Contractual Allowances – \$25,271

Medicare – \$13,243
Medicare Swing Bed – \$0.00
Medicaid – \$31,313
Clinic - \$9,301
Other Insurance – \$15,175
Charity - \$1,639
Employee Discount - \$1,249
AR Allowance – (\$18,197)
FY15 Medicaid Cost Report Settlement – (\$28,452)

Provision for Bad Debt – \$51,197

Bad Debt Write-Off – \$14,943
Bad Debt Allowance – 38,663
Bad Debt Recovered – (\$2,409)

Other Operating Revenue

Cafeteria - \$1,007
Medical Records Copies - \$25

Expenses:

Will report anything that seems unreasonable.

Salaries:

Benefits: Correlation to salaries paid and received refund from Work Comp, based on claims paid

Professional Fees: Benefis Management – 2 invoices received/paid in August. Benefis Medical Group –
(Dr Bird ER Coverage) – 2 invoices received/paid in August.

Supplies:

Repair and Maintenance:

Purchased Services (Utilities): Electricity higher due to hot weather – operation of chiller
Clinic Expense: Benefis Medical Group (Dr Bird) – 2 invoices received/paid in August.
Depreciation – Actual is based on current depreciation schedule – this will be update/corrected with audit.
Budget is based on Actual Dep Sched and projected capital assets for FY18
Interest & Amortization: Intercap Loan Payments
Other Expenses (Insurance, Leases & Rentals, Travel, Educ, Postage, Dues): Medworxs Onsite Education
for Business staff (travel and lodging) - \$1,725, Benefis (REACH) – 2 invoices received/paid in
August

Non-Operating Gain/Loss:

Non-Operating Revenue - \$6,032
Rent - \$790
Interest - \$505
RH Navigator Grant - \$133
Rural Care UCC Grant (For TeleHealth ER Connectivity) - \$3,796
Discounts - \$22
Other - \$786

Non-Operating Expense
Tele ER - \$15,380 (2 invoices paid in August)

Balance Sheet

Assets:

Cash & Cash Equivalent – \$838,795
General Checking – \$830,570 (\$440K is Strand donations)
Petty Cash - \$400
Credit Card – \$11,807
Data Bank Account - \$137
Resident Personal Funds Account - \$6,977
Patient Refund Account – (\$11,097) – Refunds processed in system, but checks were not posted
until September

Gross Patient Accounts Receivable and Less: Contractual Allowance – **Change in account charges,
payments and contractual adjustments for the month.**

Other Receivables – \$37,888
Taxes Receivable - \$7,074
Other (UMIA/MMIC Merger) - \$30,813

Supply Inventory – **Change in supplies purchased for the month and supplies disbursed to departments
for the month.**

Other Current Assets - \$54,609

Prepaid Expenses – Insurance - \$31,254 Service Agreements - \$23,355

Board Designated Cash and Investments - \$136,539

Investments at County - \$86,539 MHN (WorkComp) Equity - \$50,000

Property, Plant and Equipment - \$1,501,543

Land - \$316,370

Buildings - \$2,783,166

Fixed Equipment - \$26,870

Moveable Equipment - \$2,283,658

EHR Software - \$287,542

Construction in Progress - \$64,374 – Architectural drawings

Accumulated Depreciation – (\$4,260,437)

Liabilities:

Accrued Compensation – **This consists of Accrued Payroll, which is wages and benefits earned, but not paid, and accrued vacation and sick leave.**

Accounts Payable – **This is the amount paid for the current month’s liabilities, but the checks were written in the next month. Also, contains AP which has been entered into the system, but the checks have not been written.**

Payable to Contractual Agencies – **This consists of In Patient Bed Tax Payable, which has accrued, but has not been paid yet. These payments are made annually to the State of MT for the IP Bed Tax in December**

In Patient - \$2,950

Other Current Liabilities – \$7,477

Security Deposit Rental - \$500

Resident Cash Payable - \$6,977

Long Term Debt – Intercap Loans - \$460,247 – Bi-annual payments made in August

Fund Balances – **This is only adjusted at the time of the audit, as it takes into account the revenue on hand at the beginning of the fiscal year, plus revenues received during the year, less expenses equal ending fund balance. The Ending Fund Balance becomes the Beginning Fund balance in the next fiscal year.**