

Missouri River Medical Center
Board of Trustees
May 23, 2017

A regular meeting of the Board of Trustees of the Missouri River Medical Center was held on May 23, 2017 in the Reach Education Room of MRMC. The meeting was called to order by Chairman, Mike O'Hara at 3:10 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.

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

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

Foundation Report: The rectory is in the stages of being moved by Tametti Construction. Janice has visited with them and they are willing to submit a bid to remove the rectory foundation.

Board Action Items:

- **Board Member Oath:** Nikki Stovall took the oath to serve as a Trustee for the next 3 years.
- **Conflict of Interest Policy:** All of the Trustees read and signed the Conflict of Interest Policy. This policy needs to be signed annually.
- **Manual review:** The Policy & Procedure Manual, Contract Manual, and Medical Staff By-Laws was reviewed and signed.
- **Renewal of Benefis Management Contract:**

MOTION: The MRMC Board of Trustees approves accepting the Benefis Management contract for a period of 1 year. Motion was made by Nikki Stovall, second by Mavis Engellant. Motion passed unanimously.

- **Renewal of Benefis Provider Services Agreement:**

MOTION: The MRMC Board of Trustees approves accepting the Benefis Provider Services Agreement for Dr. Jace Bird for three (3) years. Motion was made by Ross Rettig, second by Larry Bauer. Motion passed unanimously.

- **Projects:** The CBDG grant is progressing and we should hear something in late July or August. We have submitted the application for the Murdock Grant.
- **Improvements/equipment:** We received \$5,000 from the Lippard-Clawriter Foundation for the purchase of another Defibrillator in ER2 but have not made this purchase. Star priced out a new lifepak and a refurbished model; new is \$30,000 with a refurbished coming in at \$25,000. Janice and Star will look at other options including contacting Benefis to see if they will include us in the replacement of their LifePaks.

COO-Nursing Service Report:

- Construction of the O2 storage unit will be next week.
- The repairs to the shower will start soon.
- We have been having some plumbing issues but they are being corrected.
- Eco-Lab has been coming out to work on the dishwasher and they found that the facility water softener has quit working. Upon checking Janice found that the water softener was still under warranty. It was purchased thru Longhorn Plumbing which has gone out of business but Janice contacted the manufacturer and it sounds like they will honor the warranty.

Financial Services Report:

- **Financial Statement** – Gross Operating Revenue for April was \$485,060 with Contractual Adjustments of \$27,434, other deductions of \$(3,705) and Operating Expenses of \$461,090 which resulted in a net operating gain of \$56,168. This report was a draft since information from the county was not available.
- **Outpatient & Inpatient Services:** Emergency Department visits were 44 for April. Physical Therapy visits were 246. Inpatient days were 11; Swing bed days were 79, Long-term Skilled Nursing days 594 for a total of 684 Patient days.
- **Clinic Services:** Benton Medical Center had 331 provider visits in April.
- **Lab & Radiology Services:** The lab conducted 2,288 tests and Rad conducted 45 tests. There were 12 CTs done.
- Shari reported that with visiting with Shelly Murphy from MACo and the hospitals contribution to the employee health insurance needs to be revisited. This contribution will be revisited next month when Shari has time to put some numbers in place.
- The feasibility study is taking some time to be completed.

CEO Report:

- Louie reported to the Trustees that the incentive adopted last month for the Nurses has been well received and effective.

- A new provider has been hired. Caren Pfierrfer started on Monday and will be a great asset to the facility with her extensive ER background. Louie will try to get her to the next board meeting for introductions.

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

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

MOTION: The MRMC Board of Trustees approves adjourning this meeting. Motion made by Mavis Engellant, second by Nikki Stovall. Motion passed unanimously.

The next meeting is scheduled for Tuesday, June 20, 2017; at 3:00pm.

Respectfully Submitted,

Mike O'Hara, Chairman

Star Taylor, Recorder

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

Statement of Operations

Revenue:

InPatient:

In Patients – 4	Total In Patient Days – 10
Skilled Swing Bed Patients - 1	Total SSB Days – 32
CAH LTC Patients – 20	Total SNF Days – 572

OutPatient:

PT – 234 visits
Lab – 169 patients – 2,210 tests
ER's – 41 visits
Clinic Visits – 345
Rad – 38 tests
CTs – 16 tests

Contractual Allowances – \$424,745

Medicare – \$9,001
Medicare Swing Bed – \$0.00
Medicaid – \$41,236
Clinic - \$25,171
Other Insurance – \$32,916
Charity - \$850
Employee Discount - \$420
AR Allowance Adjustment - \$315,151

Provision for Bad Debt – (\$348,670)

Bad Debt Allowance and Write-Off – (\$344,818)
Bad Debt Recovered – (\$3,852)

Other Operating Revenue

Cafeteria - \$1,105
School PT Services - \$1,547
Medical Records Fees - \$27

Expenses:

Will report anything that seems unreasonable.

Salaries: Down one provider – new one started the end of May

Benefits: Correlation to salaries

Professional Fees: Budget included the “catch up” of the Management fees owed to Benefis.

This is now paid in full and MRMC is paying the standard monthly fee only.

Supplies: Correlation to lower volumnes

Repair and Maintenance: Plumbing issues

Purchased Services (Utilities):

Clinic Expense: Final catchup of BMG (Provider) services payments made in the month
Depreciation: Monthly entry change, based on FY16 audit and new Dep Schedule
Other Expenses (Insurance, Leases & Rentals, Travel, Educ, Postage, Dues):
Chiller Setup and Lease - \$10,082

Non-Operating Gain/Loss:

Non-Operating Revenue - \$34,270
Rent - \$500
Interest - \$421
RH Navigator Grant - \$101
Rural Care UCC Grant (For TeleHealth ER Connectivity) - \$3,806
Other - \$771

Non-Operating Expense
Tele ER - \$2,553

Balance Sheet

Assets:

Cash & Cash Equivalent – \$1,145,164
General Checking – \$1,129,676 (\$440K is Strand donations)
Petty Cash - \$400
Credit Card – \$9,740
Data Bank Account - \$139
Patient Account - \$5,209

Net Patient Accounts Receivable – **Change in account charges, payments and contractual adjustments for the month.**

Other Receivables – \$37,946
Taxes Receivable - \$7,074
Employee Receivables – \$58
Other - \$30,813

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

Other Current Assets - \$50,141
Prepaid Expenses – Insurance - \$21,594 Service Agreements - \$28,547

Board Designated Cash and Investments - \$136,480
Investments at County - \$86,480 MHN (WorkComp) Equity - \$50,000

Property, Plant and Equipment - \$1,464,083
Land - \$93,904

Buildings - \$2,731,805
Fixed Equipment - \$26,870
Moveable Equipment - \$2,273,624
EHR Software - \$287,542
Construction in Progress - \$277,145 – Building of new rectory and architectural drawings
Accumulated Depreciation – (\$4,235,213)

Liabilities:

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

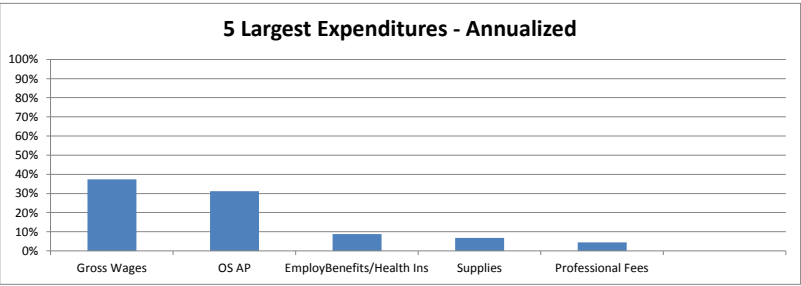
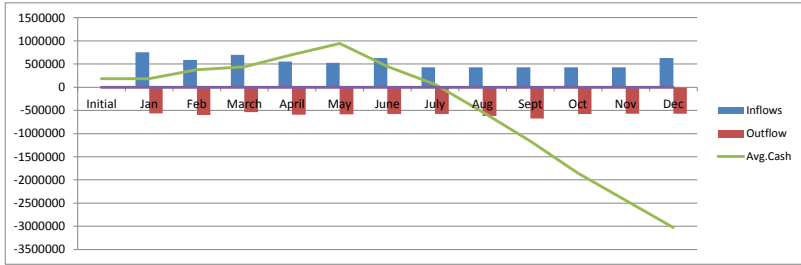
Accounts Payable – **This is the amount paid for the current month’s liabilities, but the checks were written in the next month. Also, contains AP which has been entered into the system, but the checks have not been written.**

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 - \$1700.00

Other Current Liabilities – \$5,709
Security Deposit Rental - \$500
Resident Cash Payable - \$5,209

Long Term Debt – Intercap Loans - \$458,378, Medicare Payable – (\$3,896)

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.**



**Missouri River Medical Center
Consolidated Balance Sheet
For month Ended May 31, 2017**

	<u>May 17 Act</u>	<u>Dec 16 Act</u>	<u>Change</u>
<u>CURRENT ASSETS</u>			
Cash and Cash Equivalents	\$1,145,164	\$447,948	\$697,216
Net Patient Accounts Receivable	1,152,189	1,806,209	(654,020)
Less: Allowance For Bad Debts	(601,817)	(643,478)	41,660
Other Receivables	37,946	52,639	(14,693)
Supplies Inventory	104,284	147,082	(42,798)
Other Current Assets	50,141	21,249	28,891
CURRENT ASSETS	<u>1,887,907</u>	<u>1,831,649</u>	<u>56,257</u>
<u>ASSETS WHICH USE IS LIMITED</u>			
Board Designated Cash and Investments	136,480	136,350	129
ASSETS WHICH USE IS LIMITED	<u>136,480</u>	<u>136,350</u>	<u>129</u>
<u>PROPERTY, PLANT, AND EQUIPMENT</u>			
Gross Property, Plant and Equipment	5,690,888	5,562,950	127,938
Less: Accumulated Depreciation	(4,235,213)	(4,228,048)	(7,165)
PROPERTY, PLANT, AND EQUIPMENT	<u>1,455,675</u>	<u>1,334,902</u>	<u>120,773</u>
<u>OTHER ASSETS</u>			
Other Assets	-	(121)	121
OTHER ASSETS	<u>-</u>	<u>(121)</u>	<u>121</u>
TOTAL ASSETS	<u><u>3,480,062</u></u>	<u><u>3,302,780</u></u>	<u><u>177,281</u></u>
<u>CURRENT LIABILITES:</u>			
Accrued Compensation	317,204	335,028	(17,824)
Accounts Payable	165,289	394,146	(228,857)
Payable to Contractual Agencies	1,700	-	1,700
Other Current Liabilities	5,709	5,975	(266)
CURRENT LIABILITES:	<u>489,902</u>	<u>735,149</u>	<u>(245,247)</u>
<u>LONG TERM DEBT</u>			
Long Term Debt	454,482	(159,764)	614,246
LONG TERM DEBT	<u>454,482</u>	<u>(159,764)</u>	<u>614,246</u>
Total Liabilities	<u>944,384</u>	<u>575,385</u>	<u>368,999</u>
<u>FUND BALANCES</u>			
UNRESTRICTED	2,535,678	2,727,395	(191,717)
FUND BALANCES	<u>2,535,678</u>	<u>2,727,395</u>	<u>(191,717)</u>
TOTAL LIABILITIES and FUND BALANCE	<u><u>\$3,480,062</u></u>	<u><u>\$3,302,780</u></u>	<u><u>\$177,281</u></u>