

**LEWIS COUNTY GENERAL HOSPITAL
EXECUTIVE/FINANCE COMMITTEE**

Date: July 20, 2020

Call to Order: 3:55 p.m.

Adjourn: 4:45 p.m.

Present: Mike Young, Richard Chartrand, Jennifer Jones, Donald Musnicki, Marguerite Mastascusa, Philip McDowell, Jeff Hellinger, Jerry Cayer, Michele Prince, Ryan Piche (entered at 3:56 p.m.), Trista Mullin (entered at 4:07 p.m.), Michelle Kelley (Recorder).

Guest: Gale Grunert and Dr. Sean Harney (entered at 4:00 p.m.)

Excused: Cheryl Steckly and Eric Virkler

Absent: None

CALL TO ORDER

- ✓ Meeting was called to order by Board President, Mr. Young
- ✓ Mr. Hellinger read the Lewis County Health System Vision & Mission statements.

OLD BUSINESS

- ✓ **Medical Director:** Mr. Cayer updated the group on the status of the appointment of a Medical Director for the hospital which was previously on hold due to the COVID-19 pandemic. Mr. Cayer shared a third interested candidate will be interviewed on July 22nd with the interview committee, who will then be endorsed by the Medical Staff's Executive Committee, and then to the full Board of Managers for final approval.

SAFETY, QUALITY, PI

- ✓ 2020 Quality Management Plan: Mrs. Gale Grunert, Director of Quality Assurance, reviewed the revisions made to the 2020 Quality Management Plan through a PowerPoint presentation highlighting the significant revisions to the Plan. Mr. Cayer shared Mrs. Grunert and Mrs. Karen Rennie, Chair of the Quality Council, have done wonderful job reviewing and revising the Plan over the last year.

On motion by Mr. Musnicki, seconded by Mrs. Mastascusa, the committee agreed to forward the 2020 Quality Management Plan to the full board for action. 6 YES, 0 NO. Approved.

- ✓ Joint Commission Update: Mrs. Michele Prince, COO, briefed the group on the impending arrival of Joint Commission at our facility and how we have been preparing for the three (3) day survey. She added, due to the COVID-19 pandemic, the surveyors have outlined different processes to allow for social distancing while they are on site. She added the mock survey held last spring helped us prepare for the live survey and she noted she has been out on the floors and working with each department to ready them for the survey.

FINANCIAL AND STATISTICAL REPORTS:

- ✓ Mr. Hellinger reviewed the June financials including an overview of the Executive Summary Sheet, Statement of Operations, Key Statistical Report, Balance Sheet and Cash Flow Sheet.
- ✓ Mr. Hellinger reviewed Dashboards which included statistical volumes, FTE's paid, cash flow activity, and use of overtime for the months of June. Mr. Hellinger shared several trend charts for areas of the Hospital including: Acute Admissions & Observation Visits, Nursing Home Occupancy, Total Surgeries, Total ER visits, Outpatient visits, Clinic visits (BR, SL, Harrisville), Clinic visits (all other) and Extended Hours visits reflecting trends.
- ✓ Mr. Hellinger reported we experienced a \$128,314 loss for the month of June versus a budgeted gain of \$216,382. He added our net operating loss each month versus budget, excluding stimulus, PPE and grants since the COVID-19 pandemic was ~\$2.1M (March), ~\$1.8M (April), ~\$1.3M (May) and ~\$600,000 (June). He noted our goal continues to remain for a breakeven budget by year's end.
- ✓ Mr. Hellinger shared the 340B program for our facility continues to be a strong revenue resource.

CEO REPORT:

- ✓ COVID-19 Update: Mr. Cayer updated the group regarding the asymptomatic clinics which have established throughout Lewis County with Lowville being the central hub. He added we continue to work with Lewis County Public Health to staff the clinics which will be located in Harrisville, Lyons Falls and Lowville for anyone that would like to be tested for COVID-19. He noted the state is sending us 300 test kits per week or 1,200 per month. Mr. Cayer shared the first free clinic ran last Thursday and again today at LCGH testing a total of 87 patients. Dr. Harney, who is leading the initiative, together with Mrs. Megan Stockman, Nurse Clinic Manager, shared the clinic will be operating in Harrisville on Wednesday, July 22nd and noted we are expecting their results in approximately 3-5 days of being tested.

- ✓ Capital Projects:
 - Copenhagen – Mr. Cayer noted we have received two written inquiries from the NYSDOH regarding our impending CON approval for this Clinic, both of which have been completed. He added we hope to hear shortly if it is approved. Once approved, the next step is to put the project out to bid. Mr. Cayer noted a Nurse Practitioner has been hired for this site and will be relocated to Copenhagen once the project is completed.
 - Surgical Pavilion & MS Revitalization – Mr. Cayer noted the Planning Committee will be meeting tonight following this meeting to discuss the project. He will also be providing an overview of the project to the Board of Legislators at their Health and Human Services and Finance Committee meetings on Tuesday. He noted the budget for the project is currently estimated at \$32.8M. It is hoped a Public Hearing will be held on September 1st, the same day as the Board of Legislator’s meeting.

Executive Session:

Motion by Mr. McDowell, and seconded by Mr. Chartrand, the Committee entered executive session at 4:33 p.m. to discuss a personnel matter. Approved.

6 YES, 0 NO

Motion by Mr. Chartrand, and seconded by Mrs. Jones, the Committee returned to regular session at 4:44 p.m. Approved.

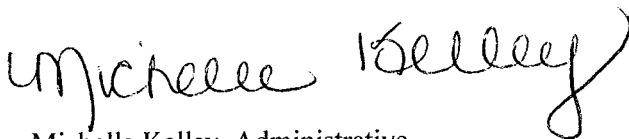
6 YES, 0 NO

Adjournment:

Motion by Mrs. Jones, and seconded by Mr. Musnicki, the Committee adjourned meeting at 4:45 p.m. Approved.

6 YES, 0 NO

Respectfully submitted,



Michelle Kelley, Administrative
Assistant to CEO