

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

Date: August 17, 2020

Call to Order: 5:00 p.m.

Adjourn: 6:26 p.m.

Present: Mike Young, Richard Chartrand, Jennifer Jones, Donald Musnicki, Marguerite Mastascusa, Philip McDowell, Cheryl Steckly, Jeff Hellinger, Jerry Cayer, Ryan Piche (entered at 5:05 p.m.), Trista Mullin, Michelle Kelley (Recorder).

Guest: Dr. Sean Harney

Excused: Eric Virkler and Michele Prince

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

- ✓ LCGH 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 the interview committee, consisting of individuals from the Board of Managers, Medical Staff, and Senior Team, unanimously approved the appointment of the final candidate as the Medical Director for the hospital. This individual was also endorsed by the Medical Staff's Executive Committee on July 23, 2020.

SAFETY, QUALITY, PI

- ✓ Security/Camera System: Board member, Mr. Musnicki, and also chair of the Planning, Building & Grounds Committee, shared with the group information regarding the purchase of a new security/camera system for our facility. The topic was discussed and approved in more detail at the Planning Committee meeting held prior to this meeting at 3:00 p.m. It was noted the new security system will encompass the full interior and parking lots of the main campus with 95 cameras. The cost for the new system is \$150,000 which will be paid from the 2020 capital budget.

On motion by Mr. McDowell, seconded by Mr. Chartrand, the committee agreed to forward the purchase of the Security/Camera System from Verkada at a cost not to exceed \$150,000 to the full board for action. 7 YES, 0 NO. Approved.

FINANCIAL AND STATISTICAL REPORTS:

- ✓ Mr. Hellinger reviewed the July 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 July. 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 \$426,804 loss for the month of July versus a budgeted gain of \$176,752. 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), ~\$600,000 (June) and ~\$681,000 (July).
- ✓ Grants Update: Mr. Hellinger reported we have not received any additional stimulus funds since April of 2020.
- ✓ 2021 Budget Update: Mr. Hellinger reported he is still collecting proposed 2021 budgets from Department Managers which were due on August 6th. He added once all collected and entered in Meditech he will meet with each department manager and review their requests.
- ✓ MRI Upgrade: Mr. Hellinger briefed the group regarding the purchase of new MRI machine (1.5T) for our facility as the last update was eleven years ago. He noted the total cost will be \$1,641,000 which is just under the projected 2020 capital budget allocation of \$1,650,000. The cost for the new MRI machine is \$1.2M with renovations projected at \$441,000. It is predicted the renovations and installation of the new machine should be completed by December 2020.

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 are located in Harrisville, Lyons Falls and Lowville for anyone that would like to be tested for COVID-19. To date, the test sites have tested ~300 individuals. Currently the turnaround time for results at this clinic is approximately 8-14 days. Mr. Cayer also briefed the group regarding the work with the five Lewis County School Districts regarding their plans to return to school in the fall. He noted four of the five districts will be going with a hybrid approach and one school will return full in-person instruction.
- ✓ Capital Projects:
 - Copenhagen – Mr. Cayer noted five (5) bids are out for this project and are due back on August 25th. Mr. Cayer noted we are currently in the process of recruiting a Nurse Practitioner for this site.
 - Surgical Pavilion & MS Revitalization – Mr. Cayer shared the next step is for the Board of Legislators to approve the bond for this project. Mr. Cayer provided an overview of the project to the Board of Legislators at their Health and Human Services and Finance Committee meetings back in July and will also be available tomorrow at the Health and Human Services meeting to answer any remaining questions they may have. Mr. Cayer also noted fourteen (14) RFIs were recently sent out for the Clerk of the Works position for the project and to date we have received four (4) responses.

Executive Session:

Motion by Mr. McDowell, and seconded by Mr. Musnicki, the Committee entered executive session at 5:51 p.m. to discuss a personnel matter. Approved.

7 YES, 0 NO

Motion by Mr. Musnicki, and seconded by Mrs. Mastascusa, the Committee returned to regular session at 6:25 p.m. Approved.

7 YES, 0 NO

Motion by Mrs. Mastascusa, and seconded by Mr. Musnicki, the committee agreed to forward the approval of Dr. Steven Lyndaker as the Medical Director of Lewis County General Hospital to the full board for action. Approved.

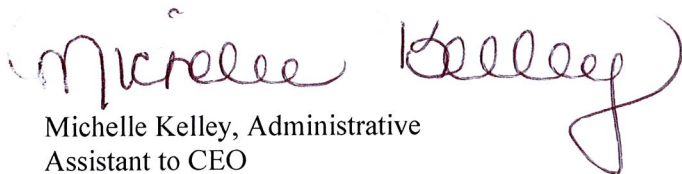
6 YES, 1 NO

Adjournment:

Motion by Mrs. Jones, and seconded by Mrs. Steckly, the Committee adjourned meeting at 6:26 p.m. Approved.

7 YES, 0 NO

Respectfully submitted,



Michelle Kelley, Administrative
Assistant to CEO