

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

Date: April 19, 2021

Call to Order: 4:00 p.m.

Adjourn: 5:45 p.m.

Present in Person: Philip McDowell, Mike Young, Jennifer Jones, Donald Musnicki, Cheryl Steckly, Jeff Hellinger, Jerry Cayer, Dr. Sean Harney, Michele Prince, Trista Mullin, Ryan Piche, Eric Virkler, Michelle Kelley (Recorder).

Virtually: Richard Chartrand and Marguerite Mastascusa

Guest: Eric Fehrman and Robert Smith – Fust Charles Chambers

Excused: None

Absent: None

CALL TO ORDER

- ✓ Meeting was called to order by Board President, Mr. Young, and Mr. Hellinger read the Vision and Mission Statement for the health system.

2020 AUDITED FINANCIAL STATEMENTS:

- ✓ The 2020 Lewis County General Hospital and Residential Health Care Facility audit presentation was given by Mr. Eric Fehrman and Mr. Robert Smith of Fust Charles Chambers, Certified Public Accountants from Syracuse, NY. Mr. Fehrman and Mr. Smith presented the required communications to the Executive/Finance Committee, highlights of the audited financial statements and hospital ratios.

On Motion by Mrs. Steckly, seconded by Mrs. Jones, the Committee agreed to bring forth the 2020 Audited Financials to the full board for action. 7 YES, 0 NO. Approved.

FINANCIAL AND STATISTICAL REPORTS:

- ✓ Mr. Hellinger reviewed the March 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 March. 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 a \$102,548 gain for the month of March versus a budgeted gain of \$990,299. The YTD deficit is \$332,086 versus a budgeted gain of \$640,110.

REGULATORY MANDATES:

2020 Annual Patient Care Contract Review:

Discussion: Mrs. Michele Prince reviewed the 2020 Annual Patient Care Contract Review, which was distributed to the members.

On motion by Mrs. Steckly, seconded by Mr. Musnicki, the committee agreed to forward the 2020 Patient Care Contract Review to the full board for action.

7 YES, 0 NO. Approved.

2020 Annual Quality Report:

Discussion: Mrs. Michele Prince reviewed the 2020 Annual Quality Report, which was distributed to the members.

On motion by Mr. McDowell, seconded by Mr. Musnicki, the committee agreed to forward The 2020 Annual Quality Report to the full board for action.

7 YES, 0 NO. Approved.

2021 Quality Management Plan:

Discussion: Mrs. Michele Prince reviewed the proposed 2021 Quality Management Plan, which was distributed to the members.

On motion by Mrs. Jones, seconded by Mrs. Steckly, the committee agreed to forward the 2021 Quality Management Plan to the full board for action.

7 YES, 0 NO. Approved.

Mr. Cayer shared through the perseverance of Mrs. Gale Grunert, Director of Quality Assurance, and Mrs. Karen Rennie, Chair of the Quality Council Committee for the health system; they have over the last year fundamentally changed quality at the health system. Great job!

Mrs. Michele Prince briefed the committee on the new I CARE values that were recently developed for the health system. She added she had sent out a survey back in October asking for staff's assistance in helping us define the values of our health system. She noted no organization can succeed without values to match its mission:

“Lewis County Health System is committed to working cooperatively with interested individuals and organizations in helping the people of Lewis County and surrounding communities in achieving their highest level of health and wellness.”

Values define our culture and strengthen those we serve. They remind us and others that we or “I CARE”. As taken from the survey, the values that describe our health system the best are:

- I – Integrity
- C – Compassion
- A – Accountability
- R – Respect
- E - Excellence

There is an I CARE banner that has been placed outside of the patient registration (admissions) office to help us show the members of the community that everyone in our system is “all in” when it comes to accomplishing our mission and living by our values.

Executive Session:

Motion by Mr. McDowell, and seconded by Mr. Musnicki, the Committee went to Executive session at 5:03 p.m. to discuss a personal and contractual matter. Approved.

7 YES, 0 NO

Motion by Mr. Chartrand, and seconded by Mr. Musnicki, the Committee returned to regular session at 5:44 p.m. Approved.

7 YES, 0 NO

Adjournment:

Motion by Mr. Chartrand, and seconded by Mrs. Jones, the Committee adjourned meeting at 5:45 p.m. Approved.

7 YES, 0 NO

Respectfully submitted,



Michelle Kelley,
Administrative Assistant to CEO