

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

Date: January 28, 2020

Call to Order: 4:55 p.m.

Adjourn: 6:30 p.m.

Present: Mike Young, Richard Chartrand, Jennifer Jones, Jeff Hellinger, Philip McDowell, Marguerite Mastascusa, Donald Musnicki, Jerry Cayer, Trista Mullin, Michelle Kelley (Recorder).

Guest: Dr. Sean Harney, John Lehman, Sue Ross, Eric Virkler

Excused: Cheryl Steckly 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.

HOSPITAL AUDIT:

- ✓ The Lewis County General Hospital and Residential Health Care Facility 2019 Audit Service Plan was presented by Mr. Eric Fehrman and Mr. Robert Smith of Fust Charles Chambers, Certified Public Accountants from Syracuse, NY. Mr. Fehrman and Mr. Smith reviewed the reporting requirements, overall objective for the audit, the nature and scope of the audit work, and the audit timetable. The Committee was given the opportunity to ask questions about the information provided.

FINANCIAL AND STATISTICAL REPORTS:

- ✓ Jeff Hellinger reviewed the December financials including an overview of the Executive Summary Sheet, Statement of Operations, Key Statistical Report, Balance Sheet and Cash Flow Sheet.
- ✓ Jeff Hellinger reviewed the Dashboard which included statistical volumes, FTE's paid, cash flow activity, and use of overtime for the month of December. 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 since December of 2015.
- ✓ Statistics shared for the month of December:
 - Acute admissions, 8.2% above budget of 97.
 - Observations, 5.3% below budget of 95.
 - SNF occupancy, 4.1% below budget of 95%.
 - Surgical cases, 10.7% above budget of 131.
 - ER visits, 5.8% above budget of 856.
 - Extended Hours visits, 25.7% above budget of 300.
 - Clinics visits {BR, SL, Harrisville}, 8.6% below budget of 1,483.
 - Clinics {all others}, 8.6% below budget of 3,693.
 - Outpatient visits, 13.9% below budget of 6,6779.
- ✓ Mr. Hellinger also shared:
 - The 2019 Hospital IGT payment has not yet been received and no time table has been given.
 - We are in receipt of \$1.9M which represents half of the 2019 Nursing Home IGT. We expect the remaining payment in late February or early March.
 - In December of 2019 we paid approximately \$4M to the County for the 2020 pension payment for employees.

OLD BUSINESS

- ✓ Medical Director: Mr. Cayer briefed the group on the status of the appointment of a Medical Director for the health system. He added interviews were held today with two candidates.

CEO REPORT:

- ✓ Employment Offers for Future Graduates:
 - Laboratory Technicians, LCGH, Spring 2021
 - Clinical RN's, RHCF, Spring/Summer 2020
 - Athletic Trainer, LACS
- ✓ Capital Projects:
 - Copenhagen – Mr. Cayer noted the CON for this Clinic has been filed.
 - Surgical Pavilion & MS Revitalization – Mr. Cayer provided a brief update on the status of this project. He noted we are in the process of finalizing the floor plans and are moving to the outside of the building to finalize that phase of the project. Mrs. Michele Prince is currently working on the Certificate of Need process through the State of New York, which we are hoping to submit in mid February.

EXECUTIVE SESSION:

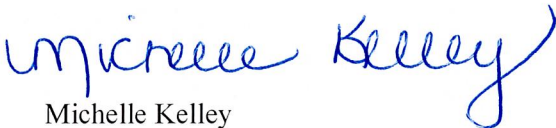
Motion by Mr. McDowell and seconded by Mr. Musnicki, the group entered executive session at 5:50 p.m.

Motion by Mr. Chartrand and seconded by Mrs. Jones, the group returned to regular session at 6:29 p.m.

Adjournment:

Motion by Mr. Chartrand and seconded by Mrs. Mastascusa, the Committee adjourned meeting at 6:30 p.m.
Approved.

Respectfully submitted,



Michelle Kelley
Administrative Assistant to CEO