

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

Date: November 18, 2020

Call to Order: 4:05 p.m.

Adjourn: 4:55 p.m.

Present In Person: Donald Musnicki, Philip McDowell, Jeff Hellinger, Jerry Cayer, Marguerite Mastascusa and Michelle Kelley (Recorder).

Google Meets: Mike Young, Richard Chartrand, Cheryl Steckly, Jennifer Jones, Michele Prince, and Trista Mullin

Excused: Eric Virkler and Ryan Piche

Absent: None

CALL TO ORDER

- ✓ Meeting was called to order by Board President, Mr. Young. Mr. Jeff Hellinger read the Health System's Mission & Vision.

FINANCIAL AND STATISTICAL REPORTS:

- ✓ Mr. Hellinger reviewed the October 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 October. 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 \$405,209 loss for the month of October versus a budgeted gain of \$200,672. The YTD deficit is \$327,200 versus a budgeted surplus of \$462,095.
- ✓ Other operating revenue was over budget due to the receipt of State VAP funds (~\$215k), Federal VAP funds (~\$373k) and a DSRIP payment (~\$575k).
- ✓ MRI Lease Agreement with GE: Mr. Hellinger briefed the group on the MRI Lease Agreement with GE.

Motion by Mrs. Steckly seconded by Mr. Musnicki, the Committee agreed to forward the Health System entering into a Lease Agreement with GE for the MRI at a cost of ~\$1.6M (which includes construction costs) to be paid in twelve (12) equal installments with no interest to the full board for action. Approved.

7 YES, 0 NO

- ✓ 2020 Interim Audit:
Mr. Hellinger shared the 2020 interim audit is currently underway. Our Auditors, Fust Charles Chambers, have requested a list of requested documentation to us and we are in the process of developing the list.

CEO REPORT:

- ✓ COVID-19 Update: Mr. Cayer reported the COVID Action Team has resumed meeting daily due to the increase in COVID-19 positivity over the last few weeks. As of today we currently have 4 COVID patients in the hospital; 9 staff are currently quarantined; 10 Nursing Home residents have tested positive along with 8 employees. He noted we do have a distinct COVID unit in the Nursing Home. He added the NYSDOH was on site this week due to the positive cases in the Nursing Home and did not find any deficiencies. We have initiated a mandatory 1:1 PPE training for specific departments throughout the facility. Dr. Harney and Mr. Cayer continue to work with the Lewis County Superintendents of Schools and have recently added the Town of Webb School District to the discussion.
- ✓ November 23, 2020 Board of Managers Meeting. Mr. Cayer noted this meeting will be held in the John C. Herrman, M.D. Conference Room with ten or less individuals in the room with the remaining individuals joining via Google Meet.

- ✓ Construction Manager Interview: Mr. Cayer shared the Board of Manager's Planning Committee met just prior to this meeting to review the Resident Project Manager proposal. It was a very engaging discussion lead by Mr. Musnicki, Chair. Mr. Musnicki added the capital project is currently on track and the presentation from the engineering firm was very compelling. outlining the type of services they would provide. Mr. Musnicki noted a decision on this firm will be made by December 15th. Mr. Phil McDowell, a member of the Planning Committee, added this firm would have a fulltime person here on site throughout the project including the pre-construction phase of the project. He added they may have two individuals on site during the 2nd and 3rd phase of the project due to the complexity of the project.

PRESIDENT'S REPORT:

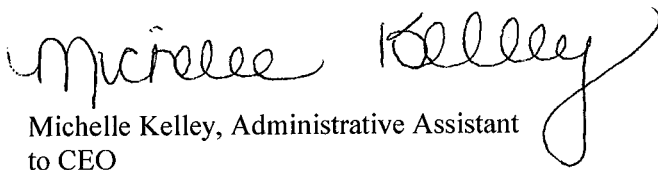
- ✓ Mr. Young reported he will be sending out to each of the Board Members in tomorrow's regular mail a copy of the CEO's evaluation for 2020 which will be discussed during executive session at the November 23rd Board of Managers Meeting.

Adjournment:

Motion by Mr. McDowell and seconded by Mrs. Mastascusa, the Committee adjourned meeting at 4:55 p.m. Approved.

7 YES, 0 NO

Respectfully submitted,


Michelle Kelley, Administrative Assistant
to CEO