

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

Date: December 21, 2020

Call to Order: 4:00 p.m.

Adjourn: 6:06 p.m.

Present In Person: Donald Musnicki, Philip McDowell, Jeff Hellinger, Jerry Cayer, Marguerite Mastascusa, and Cheryl Steckly {entered at 4:26 p.m.}

Google Meets: Mike Young, Richard Chartrand, Jennifer Jones, Trista Mullin, Robert Smith (FCC), Eric Fehrman (FCC), Dr. Sean Harney, Ryan Piche {entered at 4:23 p.m.}, Michelle Kelley (Recorder).

Excused: Michele Prince and Eric Virkler

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. Eric Fehrman and Mr. Robert Smith from Fust Charles Chambers reviewed the Client Service Plan with the Committee. The document provided an overview of audit plan FY 2020 which included a summary of their overall objectives for the audit and the nature, scope, and timing of the planned audit work and other permitted services requested by the System, as pre-approved by the Executive-Finance Committee.
- ✓ Mr. Hellinger reviewed the November 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 November. 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 \$1,150,076 loss for the month of November versus a budgeted loss of \$431,445. The YTD deficit is \$1,477,276 versus a budgeted surplus of \$30,650.

CEO REPORT:

- ✓ 2021 Committee Assignments: The first draft of the 2021 Committee assignments were included in the packets for tonight's meeting. President of the Board of Managers, Mr. Young, noted he will be reaching out to Mr. Cayer for further discussion on this topic.
- ✓ COVID-19 Update: The COVID Action Team continues to meet due to the increase in COVID-19 positivity over the last several weeks in our community. As of today, there is only one Nursing Home resident with COVID-19 and there are no residents in the Hospital with COVID, which is great news! Mr. Cayer added our Nursing Home team has done a great job, and we are currently sharing our approach with other area facilities. Mr. Cayer also provided a brief update on the vaccine distribution for our facility and noted three of our employees have received the Pfizer vaccine at CVPH in Plattsburg. Currently we are in the stratification process with Samaritan Medical Center in Watertown for more of our direct patient care staff members to receive the Pfizer vaccine. He added our supplies from the NYSDOH were received today for the Moderna vaccine and we are expecting to receive 600 doses on December 22nd. Of the 600 doses, 300 have been earmarked for community groups and EMS staff.

RESIDENT PROJECT REPRESENTATIVE (Construction Manager)

Motion by Mr. McDowell seconded by Mrs. Mastascusa, the Committee agreed to forward to the Health System Board of Managers entering into a contractual Agreement with C&S Companies as the Resident Projector Representative for the Hospital Surgical Pavilion addition and Revitalization Project contingent upon receipt, review, and or approval of the following:

- New York Department of Health Certificate of Need (CON)
- Financial Bonding
- C&S Insurances
- All other post-bid documents

at a cost of \$663,279 to the full board for action. Approved.

7 YES, 0 NO

Executive Session:

Motion by Mr. Musnicki, and seconded by Mrs. Steckly, the Committee went to Executive session at 5:23 p.m. to discuss a personnel matter. Approved.

7 YES, 0 NO

Motion by Mr. Chartrand, and seconded by Mr. Musnicki, the Committee returned to regular session at 6:05 p.m. Approved.

7 YES, 0 NO

Adjournment:

Motion by Mr. Chartrand, and seconded by Mrs. Mastascusa, the Committee adjourned meeting at 6:06 p.m. Approved.

7 YES, 0 NO

Respectfully submitted,



Michelle Kelley, Administrative Assistant
to CEO