

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

Date: August 16, 2021

Call to Order: 4:30 p.m.

Adjourn: 5:29 p.m.

Present in Person: Mike Young, Cheryl Steckly, Jennifer Jones, Donald Musnicki, Richard Chartrand, Marguerite Mastascusa, Philip McDowell, Jeff Hellinger, Jerry Cayer, Ryan Piche (5:00 pm), Dr. Sean Harney, Michele Prince and Debra Wurz

Excused: Michelle Kelley, Trista Mullin, and Eric Virkler

Absent: None

CALL TO ORDER

- ✓ Meeting was called to order by Board President, Mr. Young, and Mr. Cayer read the Vision and Mission Statement for the health system.
- ✓ Mr. Cayer passed around a photo of Dr. Cyril Kirley and his obituary for the committee to review. This will be one of the items used to highlight our history in the classrooms in the new surgical pavilion. Mr. Cayer acknowledged and thanked Mrs. Ross, Board of Managers, for sharing this with the organization.

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, Cash Flow Analysis Sheet and Total RVU's by Service Area.
- ✓ Mr. Hellinger reviewed Dashboards which included statistical volumes, FTE's paid, cash flow activity, A/R Days – Gross, Average Payment Period and Gross A/R Balance 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 ER visits, and Outpatient visits.
- ✓ Mr. Hellinger reported a \$20,608 gain for the month of July versus a budgeted gain of \$60,076. The YTD loss is \$668,355 versus a budgeted gain of \$619,006.
- ✓ Mr. Hellinger shared CMS continues the take back of the ~\$7.2M COVID-19 Accelerated and Advance Payments (CAAPs) previously paid to the health system due to the COVID-19 Public Health Emergency. He noted we have ~\$6.7M to pay back at this time which will occur monthly.
- ✓ At the request of Board member, Mr. McDowell, Mr. Hellinger shared Profit and Loss statements (P&Ls) for two of our single provider practices, Dr. Vora and Harrisville Health Center. Mr. Cayer added we will continue to incorporate this request into the agenda over the next several months until all employed practices are reviewed.
- ✓ August Activity: Mr. Hellinger reported the month of August is currently trending to look better than the month of July. He reviewed how several areas are currently trending versus budget and noted several of the areas are trending to meet or exceed their respective financial targets.
- ✓ Mr. Hellinger reported that work continues on the 2022 budget.

CEO REPORT:

- ✓ Construction Project Update: Mr. Cayer shared that we are meeting virtually tomorrow (BCA, CSS, LCHS) and will be reviewing the following: Contingencies and Dates, Bid Process and Schedules, NYDOY Stormwater Permit, Infection Prevention Program, 210 Generator Update and Soils, Material Staging area, Contractor Offices/Parking and Contractor Building Access. We can not start work until February of 2022 (per the CON).
- ✓ RHCF: Mrs. Prince briefed the group regarding the CNA and LPN staffing levels in the nursing home. Below are a few of the highlights from her presentation:

Ratio 1:8 1:8 1:20	CNA's
FTE's needed for a census of 160	67.2
Current vacant FTE's – based on a census of 160	27.2
Current staffing	46 (includes 6

	agency staff)
FTE's needed for current census (110)	49.7 (-9.7)
FTE's needed for a census of 125	55 (-15)

A total of 50 applications for the CNA's have been received since the new wage was initiated, of those 50, 10 were not eligible for fore/rehire, 40 were eligible, 19 have been offered positions, 14 have started, 4 are going through the clearance process and we continue to schedule more interviews. We had two casual CNA resignations/terminations in the past month. 7 CNA students graduated from our program on 8/2. All passed the exam, 6 accepted our offer and started orientation today.

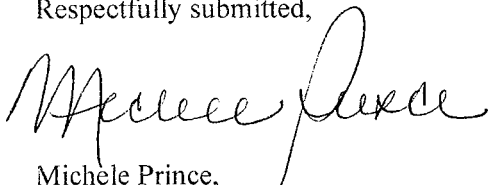
Ratio 1:20 1:20 1:40	LPN's
FTE's needed for a census of 160	28
Current vacant FTE's -- based on a census of 160	8.8
Current staffing (FTE's)	19.2
FTE's needed for current census (110)	19 (+0.2)
FTE's needed for a census of 125	22 (-2.8)

A total of 17 LPN applications have been received since the new wage initiated, of those 17, three were not eligible for hire/rehire, 14 were eligible, and two have been offered a position.

Currently we have 26 people from the community / lateral transfers waiting for placement into the RHCF.

- ✓ Reopening the Community COVID-19 Screening: Dr. Harney reported that we have been collaborating for several weeks with Lewis County Public Health and Mr. Ryan Piche in effort to offer free COVID screening to the community. Dr. Harney is working with Bio Reference Laboratories to set up an account for testing. Logistics are being finalized. Specimens will be collected for schools in Lewis County and individuals residing or employed in Lewis County at Maple Ridge, M,W and F, from 12-1P. We hope to be open on or before August 25th. Testing for symptomatic individuals will be done in the Command Center weekdays for an hour in the morning and an hour in the afternoon. Mr. Cayer stated that Dr. Harney has done the heavy lift in moving this initiative forward.

Respectfully submitted,



Michele Prince,
Chief Operating Officer