

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

Date: September 20, 2021

Call to Order: 4:00 p.m.

Adjourn: 5:20 p.m.

Present in Person: Mike Young, Jennifer Jones, Richard Chartrand (entered 5:14 pm), Marguerite Mastascusa, Philip McDowell, Jeff Hellinger, Jerry Cayer, Ryan Piche (entered 5:05 pm), Dr. Sean Harney (entered 4:10 pm), Michele Prince, Trista Mullin and Debra Wurz

Present via Web: Donald Musnicki

Excused: Michelle Kelley, Cheryl Steckly 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.

FINANCIAL AND STATISTICAL REPORTS:

- ✓ Mr. Hellinger reviewed the August 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 August. 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 \$325,643 loss for the month of August versus a budgeted gain of \$236,787. The YTD loss is \$993,998 versus a budgeted gain of \$855,793.
- ✓ 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 ~\$6.2M to pay back at this time which will occur monthly.
- ✓ Mr. Hellinger shared Profit and Loss statements (P&Ls) for two of our provider practices, Beaver River and South Lewis Health Centers.
- ✓ Mr. Hellinger discussed two opportunities for additional COVID relief grants: One from USDA and Phase IV of the Provider Relief Funding, which opens September 29, 2021.
- ✓ Mr. Hellinger reported that work continues on the 2022 budget. The budget will be presented at the October meeting.

CEO REPORT:

- ✓ Construction Project Update: Mr. Cayer shared that we have hired Trophy Point Consulting, a professional construction and consulting firm, to evaluate the potential cost of the project at current market rates.
- ✓ Mandate Vaccination: Mr. Cayer shared with the Committee the vaccination status as of today, submitted waivers, resignations and clinical concerns.
- ✓ RHCF: Ms. Wurz 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	9.1
Current staffing	58.1 (includes 6 agency staff)

FTE's needed for current census (110)	49.7 (2.4) without Agency staff
FTE's needed for a census of 125	55 (-2.9)

A total of 79 applications for the CNA's have been received since the new wage was initiated, of those 79, 20 were not eligible for hire/rehire, 59 were eligible, 22 have been hired and are going through the clearance process and we continue to schedule more interviews. We had two CNA resignations in the past month. 7 CNA students graduated from our program on 8/2. All passed the exam, 6 accepted positions and started orientation back on August 16th.

The second CNA class started on August 2nd with 8 students in it, finished with 7, 6 passed their exam and will be starting this week. A 3rd class is being scheduled in September with 8 more students. We currently have 6 Agency CAN contracts. Once we reach our goals in staffing levels, we would allow the Agency CAN contracts to expire and not replace them, eliminating this expense.

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 23 LPN applications have been received since the new wage initiated, of those 23, nine were not eligible for hire/rehire, 14 were eligible, and one has started and two are in process.

We currently have 3 Nurse Managers, 3 Clinical RNs and 4 FT supervisors. We have 1 Nurse Manger and 1 Clinical RN vacancy. A Nurse Manager position was offered and accepted and will start on October 18, 2021.

Respectfully submitted,

Trista M. Mullin
Controller