

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

**Date:** December 20, 2021

**Call to Order:** 4:00 p.m.

**Adjourn:** 5:34 p.m.

**Present in Person:** Mike Young, Cheryl Steckly {via Google Meet}, Marguerite Mastascusa, Jennifer Jones, Richard Chartrand, Donald Musnick {via Google Meet}, Philip McDowell, Jeff Hellinger, Frank Pace, Debra Wuz, Jerry Cayer, Dr. Sean Harney, Michelle Kelley, Ryan Piche, County Manager {via Google Meet 4:22 to 4:45 pm}.

**Excused:** Eric Virkler and Trista Mullin

**Guests:** Eric Ferhman, Fust Charles Chambers {via Google Meet 4:10 – 4:25 pm}

**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. Eric Fehrman from Fust Charles Chambers reviewed the Client Service Plan with the Committee. The document provided an overview of audit plan FY 2021 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, 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 November. 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 \$200,134 gain for the month of November versus a budgeted loss of \$348,098. The YTD loss is \$2,191,267 versus a budgeted gain of \$172,259.
- ✓ 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 ~\$5.5M to pay back at this time which will occur monthly. He added in April of 2022 CMS will take back the remaining balance due.
- ✓ Mr. Hellinger briefed the group regarding the ~\$3M increase noted in cash on the financials for the month of November. He shared the ~\$3M in receipts was from:
  - \$1.8M - American Rescue Grant
  - \$1.4M – 1<sup>st</sup> half of Nursing Home IGT reimbursement (2nd half to come in 2022)
- ✓ Mr. Hellinger shared a reserve has been established for the \$1.5M anticipated Medicare cost report adjustment after an evaluation was completed by our auditors, Fust Charles Chambers, based on the reimbursement rates and settlements which will be due in 2022.
- ✓ Mr. Hellinger informed the group we owe one more payments on the MRI Lease Agreement with GE.
- ✓ We recently paid the 2022 employee pension payment of \$4M to the County of Lewis.
- ✓ Mr. Hellinger informed the group we recently received \$331,000 from the Phase IV of the Provider Relief Funding grant which will be recognized in the December financials.

**CEO REPORT:**

- ✓ Construction Project Update: Mr. Frank Pace, Director of Facilities Management, shared with the group the CON modification application was approved by the DOH and he added we have 30 days to submit the revised documents to them. He shared the following timeline for the project:
  - January 10, 2022 – all plan revisions to be submitted to the DOH
  - January 17, 2022 – project will be placed out to bid. He added we will be replacing the pre-project ads for bidding at this time as well in Syracuse and Watertown publications
  - January 26, 2022 – Pre-bid walk thru
  - February 14, 2022 – Bid acceptance date. He added review and award will occur shortly after this date.
  
- ✓ Mandatory Vaccination Update: Mr. Cayer shared we currently have two individuals on the team who were previously granted medical exemptions from the mandatory vaccination requirement and noted both individuals will be vaccinated as soon as their medical exemption ends. He added the next administrative challenge will be when the booster vaccination will become part of being fully vaccinated definition for all team members of the health system.
  
- ✓ Harrisville Health Center: Mr. Cayer shared with the group the lease agreement with the Town of Diana will end on December 31, 2021 per the letter received from the Town of Diana on November 12, 2021. Mr. Cayer briefed the group on discussions with the Town of Diana since the receipt of the letter; however, no agreement was reached to extend the lease. Mr. Cayer noted the closure plan was submitted to the DOH and he added Dr. Shambo began seeing patients on Thursday, December 16<sup>th</sup>, in the afternoon at the Beaver River Health Center.
  
- ✓ COO Recruitment: Mr. Cayer shared both he and Mrs. Jones, Chair of the HR Committee, conducted a virtual interview with a potential candidate last week and added this individual was invited to visit the health system next week to continue the interview process. He noted he did speak with additional candidate today over the phone and Witt Kieffer is evaluating at a 3<sup>rd</sup> candidate as well.
  
- ✓ Board Member: Mr. Cayer shared Dr. Meny’s term on the Board of Managers was renewed for the next five (5) years by the Board of Legislators and he added Dr. Meny has been a wonderful addition to the board.

**Executive Session:**

Motion by Mr. McDowell, and seconded by Mr. Chartrand, the Committee entered executive session at 5:02 p.m. to discuss a strategic topic for the health system. Approved.

7 YES, 0 NO

Motion by Mrs. Jones, and seconded by Mr. Chartrand, the Committee returned to regular session at 5:33 p.m. Approved.

7 YES, 0 NO

**Adjournment:**

Motion by Mrs. Mastascusa, and seconded by Mr. Chartrand, the Committee adjourned meeting at 5:34 p.m. Approved.

7 YES, 0 NO

Respectfully submitted,

Michelle Kelley,  
Administrative Assistant to CEO