

**EASTERN RIO BLANCO COUNTY HEALTH SERVICE DISTRICT
PIONEERS MEDICAL CENTER
MONTHLY MEETING OF THE FINANCE SUBCOMMITTEE
BOARD OF DIRECTORS**

June 22, 2021

DIRECTORS PRESENT:

Kimberly Brown (President)
Regas Halandras
Mark Schryver

OTHERS PRESENT:

Liz Sellers – CEO
Tim Howard- Interim CFO
Danette Coulter - PFS
Eric Jones-QHR
Cindy Rholl-Recorder

Absent:

Todd Shults (Secretary)
Kai Turner (Vice-President)

PUBLIC PRESENT:

None

CALL TO ORDER:

President Brown called the monthly meeting of the Eastern Rio Blanco County Health Service District Finance Subcommittee to order at 11:02 a.m. President Brown read the Pioneers Medical Center Mission Statement for Committee consideration.

APPROVAL OF AGENDA:

President Brown presented the agenda for Board approval. A motion to approve was made by Regas Halandras, seconded by Mark Schryver. Motion carried.

APPROVAL OF MINUTES:

A motion to approve the minutes of May 25, 2021 was made by Regas Halandras and seconded by Mark Schryver. Motion carried.

CAPITAL BUDGET REQUESTS:

None

FINANCE REPORT AND UPDATES:

Tim Howard- Interim CFO, presented the May 2021 Financial Report as a Year-to-Date Income Statement and reviewed the Budget status at five months. It was noted that given updated activity in the hospital, contract labor is expected to remain over-budget for the remainder of the year.

Balance Sheet: Tim Howard, Interim CFO, reported Medicare accelerated payment remittances are being tracked and recommended to the Board waiting on Medicare response before action is taken in repaying the \$5,000,000 COVID monies sent to the hospital as advance payment. The Board discussed and was in agreement with waiting before repaying.

Board Statistic Report: A line has been added for average daily census on the wing.

Swing Bed Census Summary comparisons with Athena data tracking was reviewed regarding changes from March to April as well as a patient review for meeting requirements for Swing-bed status.

A/P Check Register Review: QHR/Athena charges were reviewed by Board along with all payments made in May 2021. A motion was made by Mark Schryver to have further discussion on the QHR/Athena charges in Executive Session. Motion seconded by Regas Halandras. Motion carried.

Cash on hand report: Tim Howard, CFO, indicated that he is meeting with Bank of San Juan's to get accounts consolidated. Tim Howard, CFO, also reported regular transfers have been established with the Yampa Valley Bank to keep that account in active status.

Revenue Report: Gross revenue is down from April 2021 \$4,992,201 to \$4,439,083 in May 2021 as expected. Average daily revenue is up to \$150,409 from the April 2021 number of \$148,958. Patient chart audit scheduling was discussed. Tim Howard, CFO, notified Finance Committee that patient insurance clean claim billing process overview has been discussed with an outside reviewer to determine if there are any improvements that can be made to the process.

Danette Coulter, PFS, presented the current Revenue Cycle Scorecard. There were 44 surgeries in May, compared to 56 in April.

Outstanding A/R balances over \$5,000 have been separated from accounts that are delinquent and accounts that are pursuing coordination of benefits with another payer. Board Member Mark Schryver requested a summary between individual insurance providers on the account balance figures over 90 days. He also requested a combined A/R Aging Summary be provided going forward. These items will be added to the agenda for Committee review.

Board Member Mark Schryver suggested looking at establishing the top 10 lab test pricing for those price shopping.

Medicaid payments have been added to the financial report so that rates for LTC may be considered. Mark Schryver offered to call the long-term care association he is a member of to see if information is available from them that might be useful to PMC.


Three audit proposals have been received which are included for Board review and added to the agenda for Committee discussion.

Mark Schryver moved to acknowledge and recommend the June 2021 financial reports as presented during the Finance Sub-Committee meeting to the Board in the regular Board Meeting. Regas Halandras seconded. Motion carried.

There was a motion to adjourn the meeting by Mark Schryver, and seconded by Regas Halandras. Motion carried.



Kimberly Brown- President



Todd Shults-Secretary

Cindy Rholl, Recorder

**EASTERN RIO BLANCO COUNTY HEALTH SERVICE DISTRICT
PIONEERS MEDICAL CENTER**

**MONTHLY MEETING OF THE
BOARD OF DIRECTORS
June 22, 2021**

DIRECTORS PRESENT:

Kimberly Brown (President)
Regas Halandras
Mark Schryver

OTHERS PRESENT:

Liz Sellers – CEO
Tim Howard- Interim CFO
Kami Matzek – DZA (Zoom)
Danette Coulter - PFS
Dan Olson - Compliance
Eric Jones-QHR
Dr. Turner, Chief of Staff
Cindy Rholl-Recorder

ABSENT:

Kai Turner (Vice President)
Todd Shults (Secretary), Excused

PUBLIC PRESENT:

None

President Brown called the monthly meeting of the Eastern Rio Blanco County Health Service District Pioneers Medical Center Board of Directors to order at 12:28 p.m.

Directors and attendees recited the Pledge of Allegiance.

President Brown read the PMC Mission Statement for Board consideration.

PUBLIC COMMENT:

None

APPROVAL OF AGENDA:

President Brown presented the agenda for Board approval. A motion to approve was made by Regas Halandras, seconded by Mark Schryver. Motion carried.

APPROVAL OF MINUTES:

A motion to approve the minutes of May 25, 2021 was made by Regas Halandras and seconded by Mark Schryver. Motion carried.

ANNUAL AUDIT REPORT:

Kami Matzek of Dingus, Zarecor & Associates (DZA) PLLC, public accounting firm presented Pioneers Medical Center's Independent Audit Report in a Power Point presentation through Zoom. Audit Report packet included with these minutes reflect employee salary and benefits are about half of expenses. PMC did receive SBA paycheck forgiveness (PPP loan \$1,668,071).

Increase in orthopedic surgeries raised expenses as well as revenues. The report notes reflect gross days in Accounts Receivables were at 50 days, while in 2019 they were at 47, with the past 2 years an improvement over 2018 at 73 days. PMC had an increase in capital of \$2,359,148 from 2019 to 2020.

Motion was made to approve the Audit Report by Mark Schryver and seconded by Regas Halandras. Motion carried.

ACCOUNTS PAYABLE REVIEW/ FINANCE REPORT:

Board Member Regas Halandras moved to acknowledge and accept the June 2021 financial report as presented during the Finance Sub-Committee meeting. Mark Schryver seconded. Motion carried.

A motion to approve the Accounts Payable Report was made by Mark Schryver and seconded by Regas Halandras. Motion carried.

MEDICAL STAFF:

Board Member Regas Halandras made a motion to approve Dr. Purnell's Provider Contract. Motion was seconded by Mark Schryver. Motion carried.

Motion to approve the initial appointment of Misty Cummings, RN & Surgical First Assistant, was made by Regas Halandras and seconded by Mark Schryver. Motion carried.

Dr. Turner, Chief of Staff, reported a shortage of CNA's and nursing staff. Clinic is making progress on the Clinic Transformation Project. They have been looking into a surgical group from Grand Junction that has contracted with the Rifle hospital and may be interested in bringing visiting medical specialists to Meeker also.

Sports Physicals will be scheduled July 21st and 29th for the community.

COMPLIANCE REPORT:

The Compliance Report was presented by Dan Olson. QHR Contract master system has been established to organize the current contracts with effective dates, auto renewal, and termination requirements. This system will also store historical contracts.

Stark Laws are in place to review for illegal activity with Provider contracts. Dan also reviewed DOJ requirements and reporting structures, and how PMC is doing in that regard. He is considering another full facility staff training.

The Board request a quarterly report from Compliance.

ADMINISTRATIVE REPORTS:

Ms. Sellers referred to her written report to the Board, as published. The State survey has been submitted. We are currently requesting a waiver for being required to have an RN in the Wing at all times.

Material Management position has been filled by Amanda Kirkpatrick. No further update on the CFO candidate search.

QHR UPDATE:

Eric Jones reported that Quorum is assisting with Rural Health Clinic Education and suggested that Rangely District Hospital be included. He did indicate that staying a rural health clinic appears more financially advantageous for PMC. Handout was given regarding Managed Care Review and Commercial Payer Assessment.

A regional Quorum meeting is scheduled for August 4 and 5 in Colorado Springs. All Board Members were encouraged to attend.

There was a motion made go to into Executive Session by Regas Halandras, second by Mark Schryver. Motion approved.

Board came out of Executive Session.

There was a motion to adjourn the regular Board Meeting was made by Regas Halandras and seconded by Mark Schryver. Motion carried.

Respectfully submitted:



Kimberly Brown- President



Todd Shults-Secretary

Cindy Rholl, Recorder

EXECUTIVE SESSION

THESE PROCEEDINGS CONTAIN INFORMATION THAT IS PRIVILEGED, CONFIDENTIAL, AND EXEMPT FROM DISCLOSURE UNDER APPLICABLE STATE AND FEDERAL LAW.

**EASTERN RIO BLANCO HEALTH SERVICE DISTRICT
PIONEERS MEDICAL CENTER
BOARD OF DIRECTORS**

June 22, 2021

Eastern Rio Blanco County Health Service District

An Executive Session of the Board of Directors of the Eastern Rio Blanco County Health Service District was held on June 22, 2021, in the Board Room of the Hospital.

Present: Kimberly Brown- President
Regas Halandras
Mark Schryver

Others Present: Liz Sellers – CEO
Michael Santo & Christina Harney – via zoom

CALL TO ORDER:

Regas Halandras made a motion to enter into executive session for the purposes outlined in the agenda. Mark Schryver seconded. Motion carried.

Discussion was held on the topics outlined in the agenda. No decisions were made.

A motion was made and seconded to adjourn executive session. Motion carried.


Kimberly Brown, President


Todd Shults-Secretary

VERIFICATION

STATE OF COLORADO)
)ss.
COUNTY OF RIO BLANCO)

I, Kimberly Brown, President of the Board of Directors of the Eastern Rio Blanco County Health Service District, having been first duly sworn upon oath, deposes, states, and attests that he has read the foregoing Executive Session Proceedings of June 22, 2021, knows the contents thereof, and that the same are true and correct, and substantially reflect the substance of the discussions of said Executive Session.

EASTERN RIO BLANCO
COUNTY HEALTH SERVICE
DISTRICT
Board of Directors

BY: 
Kimberly Brown-President

Subscribed and sworn to before me this _____ day of _____, _____, by Kimberly Brown, President of the Board of Directors of Eastern Rio Blanco County Health Service District.

Witness my hand and official seal:
My commission expires:


Notary Public

ATTORNEY-CLIENT PRIVILEGE

Michael Santo, hereby states and attests that during the discussion of Executive Session Agenda Item(s)___#2 through #5___during the Eastern Rio Blanco County Health

Service District's Board of Directors Executive Session of June 22, 2021 that portions of said discussion constituted privileged attorney-client communications, including attorney work product, and no record was maintained of that portion of the executive session pursuant to statute.

EASTERN RIO BLANCO
COUNTY HEALTH SERVICE
DISTRICT
Legal Counsel

BY: Michael Santo
Michael Santo

I, Kimberly Brown, President of the Board of Directors of the Eastern Rio Blanco County Health Service District, state and attest that during the discussion of the Executive Session Agenda Item(s) #2 through #5 during the Health Service District's Board of Directors Executive Session of June 22, 2021, that portions of the Executive Session that were identified as attorney-client privileged communication, including attorney work product, were not recorded. The portions of the Executive Session that were not recorded were confined to the topic authorized for the discussion in an Executive Session pursuant to Statute.

EASTERN RIO BLANCO
COUNTY HEALTH SERVICE
DISTRICT
Board of Directors

BY: Kimberly Brown
Kimberly Brown- President