

**Jefferson County Public Hospital District No.2
Board of Commissioners, Regular Session Minutes
Wednesday, February 28, 2018
Victor J. Dirksen Conference Room**

Call to Order:

The meeting was called to order at 2:00pm by Board Chair, Buhler. Present were Commissioners Dressler, McComas, Kolff, and Ready. Lisa Holt, Chief Ancillary and Specialty Services Officer, Caitlin Harrison, Chief Human Resources Officer, Brandie Manuel, Chief Patient Care officer, Josh Brocklesby, Interim Executive Director of Nursing and Alyssa Rodrigues, Administrative Assistant were also in attendance. This meeting was officially audio recorded by Jefferson Healthcare.

Education:

OPMA/OPRA Primer

Commissioners participated in the Open Public Records Act and Records Retention/Management Act Training

Discussion ensued.

Break:

Commissioners recessed for break at 3:15pm.

Commissioners reconvened from break at 3:30pm.

Patient Story:

Brandie Manuel, Chief Patient Care Officer, read aloud a story regarding a gymnast who presented herself to the hospital with a sports injury. After being seen she was scheduled to go to physical therapy. The gymnast was nervous that she wouldn't be able to practice and was pleasantly surprised when she received positive feedback from the physical therapist telling the girl that if she strengthened her core with exercise she would be allowed to return to her gym. This particular physical therapist became an overnight celebrity in the local gymnastics world.

Approve Agenda:

Commission Dressler made a motion to approve the agenda. Commissioner McComas seconded.

Action: Motion passed unanimously.

Minutes:

- January 17 Special Session
- January 24 Regular Session
- January 26 Special Session
- February 14 Special Session

Commissioner Kolff made a motion to approve the January 17 Special Session minutes, January 24 Regular Session minutes, January 26 Special Session minutes, and February 14 Special Session minutes. Commissioner Ready seconded.

Action: Motion passed unanimously.

Required Approvals: Action Requested

- Medical Staff Credentials/Appointments/Reappointments
- Medical Staff Policy
- January Warrants and Adjustments
- Resolution 2018-02 Cancel Warrants
- Resolution 2018-03 Surplus Equipment

Commissioner Dressler made a motion to approve Medical Staff Credentials/Appointments/ Reappointments, Medical Staff Policy, January Warrants and Adjustments, Resolution 2018-02 Cancel Warrants, Resolution 2018-03 Surplus Equipment. Commissioner Ready seconded.

Action: Motion passed unanimously.

Public Comment:

No public comment was made.

Financial Report:

Anne Burton, Controller, gave the January finance report.

Discussion ensued.

Board Report:

Commissioner Kolff gave a report regarding CHIP workgroup participation from board members.

Discussion ensued.

Commissioners decided their top choices for CHIP workgroups.

Commissioners participated in Open Public Meetings Act training.

Discussion ensued.

Meeting Evaluation

Commissioners evaluated the meeting.

Conclude:

Commissioner Kolff made a motion to conclude the meeting. Commissioner Dressler seconded the motion.

Action: Motion passed unanimously.

Meeting concluded at 4:45pm.

Approved by the Commission:

Chair of Commission: Jill Buhler _____

Secretary of Commission: Marie Dressler _____

Finance Report

January 2018

Date	February 28, 2018
Name	Anne Burton
Title	Controller

January 2018

Education – Methodologies for Spreading the Budget Throughout the Year

Days in Month

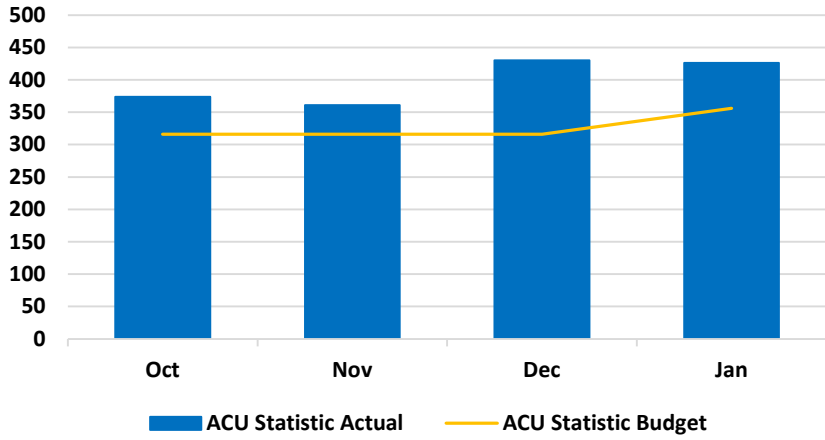
Months in Year

Trends

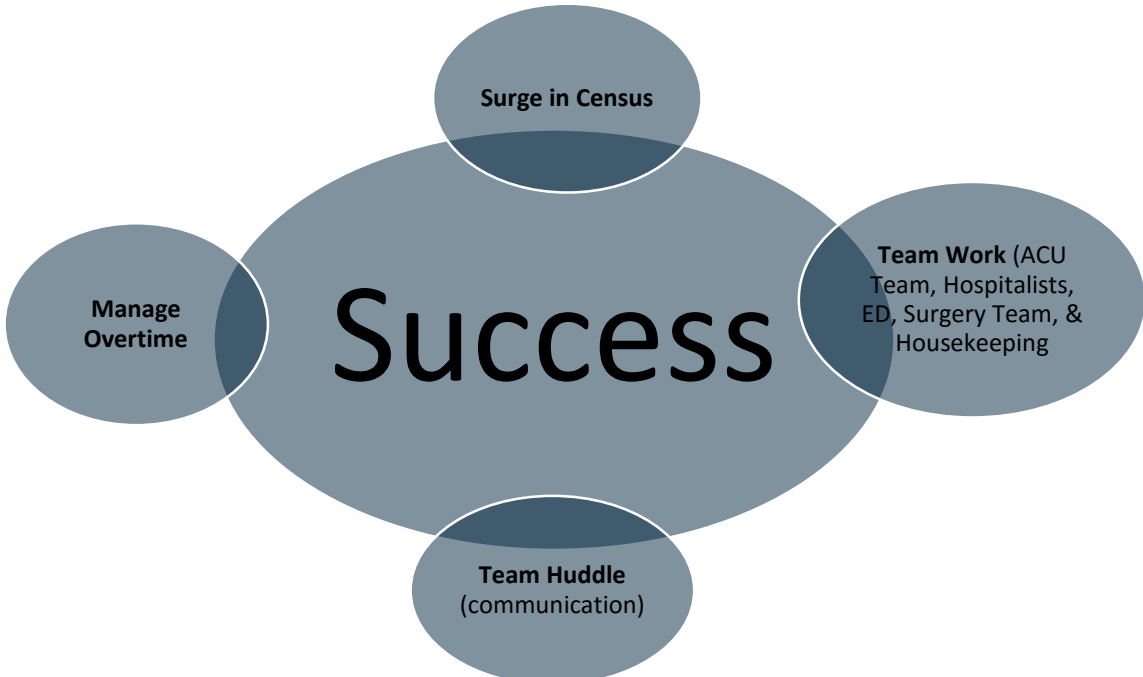
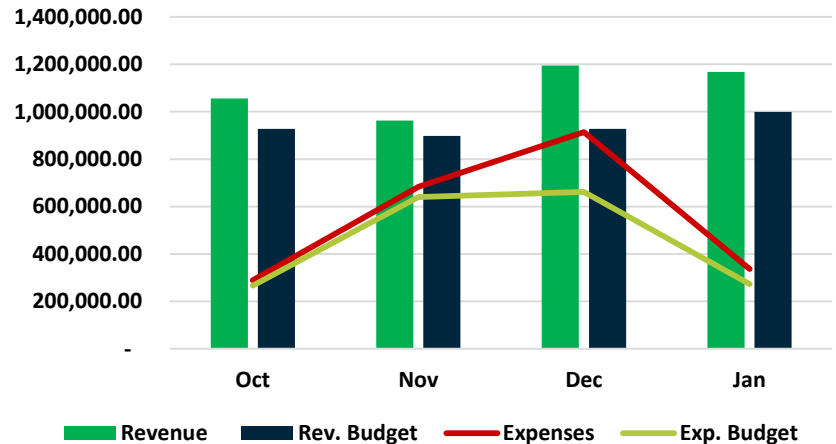
January 2018

Service Line Highlight – ACU

Statistic



Revenue & Expense Trend



January 2018

Operating Statistics

STATISTIC DESCRIPTION	<u>JANUARY ACTUAL</u>	<u>JANUARY BUDGET</u>	<u>% VARIANCE</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>% VARIANCE</u>
FTEs - TOTAL (AVG)	536.56	584.50	8%	536.56	584.50	8%
FTEs - PRODUCTIVE (AVG)	479.50	524.43	9%	479.50	524.43	9%
ADJUSTED PATIENT DAYS	2,371	2,172	9%	2,371	2,172	9%
ICU PATIENT DAYS (IP + OBSERVATION, MIDNIGHT CENSUS)	102	97	5%	102	97	5%
ACU PATIENT DAYS (IP + OBSERVATION, MIDNIGHT CENSUS)	426	362	18%	426	362	18%
SWING IP PATIENT DAYS (MIDNIGHT CENSUS)	8	16	-50%	8	16	-50%
PATIENT DAYS (ACU, ICU, SWING), INCLUDES OBSERVATION	536	475	13%	536	475	13%
BIRTHS	6	9	-33%	6	9	-33%
SPECIAL PROCEDURE CASES	71	102	-30%	71	102	-30%
LAB BILLABLE TESTS	31,802	19,121	66%	31,802	19,121	66%
BLOOD BANK UNITS MATCHED	61	56	9%	61	56	9%
CARDIAC SERVICES (EKG, AMB, TREAD, ECG)	105	107	-2%	105	107	-2%
TOTAL DIAGNOSTIC IMAGING TESTS	2,640	3,044	-13%	2,640	3,044	-13%
MEDS DISPENSED	26,791	23,766	13%	26,791	23,766	13%
ANTI COAG VISITS	431	552	-22%	431	552	-22%
RESPIRATORY THERAPY PROCEDURES	4,248	3,769	13%	4,248	3,769	13%
PULMONARY REHAB RVUs	310	167	86%	310	167	86%
PHYSICAL THERAPY RVUs	8,257	5,668	46%	8,257	5,668	46%
OCCUPATIONAL THERAPY RVUs	1,432	988	45%	1,432	988	45%
SPEECH THERAPY RVUs	234	255	-8%	234	255	-8%
ER CENSUS	1,138	1,132	1%	1,138	1,132	1%
TOTAL RURAL HEALTH CLINIC VISITS	5,964	6,381	-7%	5,964	6,381	-7%
GEN SURG PATIENT VISITS	346	236	47%	346	236	47%
TOTAL OUTPATIENT VISITS	10,389	10,967	-5%	10,389	10,967	-5%

January 2018

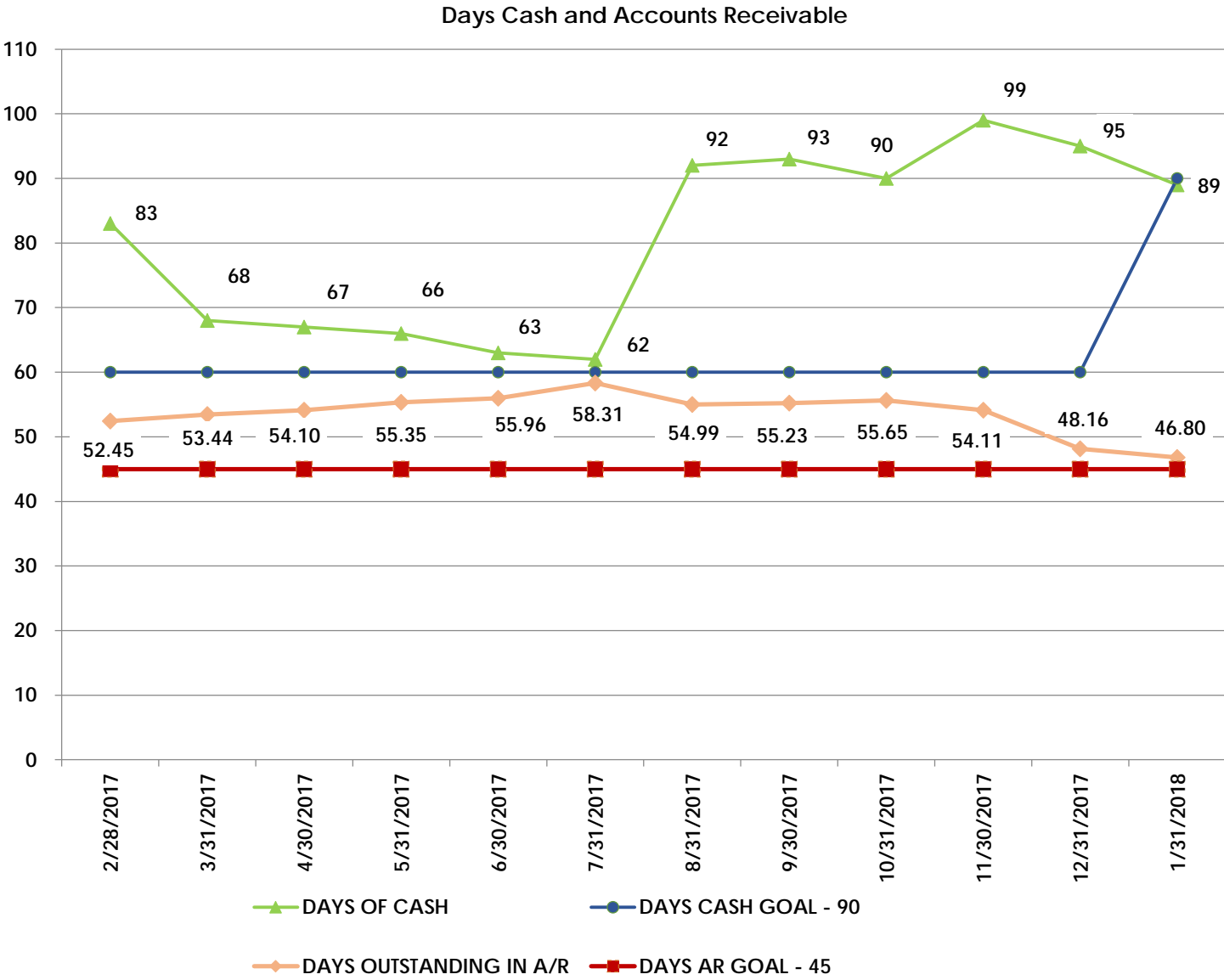
Income Statement Summary



	January 2018 Actual	January 2018 Budget	Variance Favorable/ (Unfavorable)	%	January 2018 YTD	January 2018 Budget YTD	Variance Favorable/ (Unfavorable)	%	January 2017 YTD
Operating Revenue									
Gross Patient Service Revenue	19,970,541	20,270,747	(300,206)	-1%	19,970,541	20,270,747	(300,206)	-1%	18,160,435
Revenue Adjustments	10,623,091	11,000,435	377,344	3%	10,623,091	11,000,435	377,344	3%	9,937,302
Charity Care Adjustments	195,629	124,980	70,649	57%	195,629	124,980	(70,649)	-57%	60,675
Net Patient Service Revenue	9,151,821	9,145,333	6,489	0%	9,151,821	9,145,333	(6,489)	0%	8,162,459
Other Revenue	420,571	423,423	(2,852)	-1%	420,571	423,423	2,852	1%	452,378
Total Operating Revenue	9,572,392	9,568,755	3,637	0%	9,572,392	9,568,755	3,637	0%	8,614,837
Operating Expenses									
Salaries And Wages	4,716,382	4,802,949	86,568	2%	4,716,382	4,802,949	86,568	2%	3,715,683
Employee Benefits	1,124,657	1,209,927	85,271	7%	1,124,657	1,209,927	85,271	7%	980,571
Other Expenses	3,457,965	3,382,817	(75,148)	-2%	3,457,965	3,382,817	(75,148)	-2%	2,946,885
Total Operating Expenses	9,299,003	9,395,693	96,690	1%	9,299,003	9,395,693	96,690	1%	7,643,138
Operating Income (Loss)	273,388	173,062	100,327	58%	273,388	173,062	100,327	58%	971,699
Total Non Operating Revenues (Expenses)	(16,517)	(29,881)	13,364	45%	(16,517)	(29,881)	13,364	45%	43,158
Change in Net Position (Loss)	256,872	143,181	113,691	79%	256,872	143,181	113,691	79%	1,014,857

January 2018

Cash and Accounts Receivable



January 2018

Board Financial Report

Dept	Department Description	Rev/E Account xp	Account Description	January Actual	January Budget	January Variance	2018 to Date Actual	2018 to Date Budget	2018 to Date Variance
8612	BOARD	Exp	600010 MANAGEMENT & SUPERVISION WAGES	5,264.00	4,647.00	617.00	5,264.00	4,647.00	617.00
			602300 CONSULT MNGMT FEE	1,546.00	-	1,546.00	1,546.00	-	1,546.00
			602500 AUDIT FEES	4,838.00	3,397.00	1,441.00	4,838.00	3,397.00	1,441.00
			604200 CATERING	87.00	165.00	(78.00)	87.00	165.00	(78.00)
			604500 OFFICE SUPPLIES	-	25.00	(25.00)	-	25.00	(25.00)
			604800 MINOR EQUIPMENT	591.00	-	591.00	591.00	-	591.00
			604850 COMPUTER EQUIPMENT	-	82.00	(82.00)	-	82.00	(82.00)
			606500 OTHER PURCHASED SERVICES	-	849.00	(849.00)	-	849.00	(849.00)
			609400 TRAVEL/MEETINGS/TRAINING	228.00	1,699.00	(1,471.00)	228.00	1,699.00	(1,471.00)
			Exp Total	12,554.00	10,864.00	1,690.00	12,554.00	10,864.00	1,690.00
			BOARD Total	12,554.00	10,864.00	1,690.00	12,554.00	10,864.00	1,690.00

February 2018

Preview – (*as of 11:59pm 02/27/18)

- **\$16,900,000 in HB charges**
 - Average: \$593,900/day (HB only)
 - Budget: \$642,350/day
- **\$6,037,000 in HB cash collections**
 - Average: \$242,400/day (HB only)
 - Goal: \$289,057/day
- **53.0 Days in A/R**
- **Questions**