

**BEAR VALLEY COMMUNITY HEALTHCARE DISTRICT
BOARD OF DIRECTORS
FINANCE COMMITTEE MEETING MINUTES
41870 Garstin Drive, Big Bear Lake, Ca. 92315
April 03, 2017**

MEMBERS Barbara Willey, Treasurer
PRESENT: Rob Robbins, 1st Vice President
John Friel, CEO

Garth Hamblin, CFO
Shelly Egerer, Admin. Asst.

STAFF: Kerri Jex, CNO

**COMMUNITY
MEMBERS:** None

ABSENT: None

OPEN SESSION

1. CALL TO ORDER:

Board Member Willey called the meeting to order at 1:00 p.m.

2. ROLL CALL:

Barbara Willey and Rob Robbins were present. Also, present were John Friel, CEO, Garth Hamblin, CFO and Shelly Egerer, Administrative Assistant.

3. ADOPTION OF AGENDA:

Board Member Robbins motioned to adopt the April 03, 2017 agenda as presented. Second by Board Member Willey to adopt the April 03, 2017 agenda as presented. Board Member Willey called for a vote. A vote in favor of the motion was unanimously approved.

- Board Member Willey- yes
- Board Member Robbins- yes

CLOSED SESSION

4. PUBLIC FORM FOR CLOSED SESSION:

Board Member Willey opened the Hearing Section for Public Comment on Closed Session items at 1:00 p.m. Hearing no request to address the Finance Committee, Board Member Willey closed the Hearing Section at 1:00 p.m.

5. ADJOURN TO CLOSED SESSION:

Board Member Robbins motioned to adjourn to Closed Session. Second by Board Member Willey to adjourn to Closed Session. Board Member Willey called for a vote. A vote in favor of the motion was unanimously approved.

- Board Member Willey- yes
- Board Member Robbins- yes

OPEN SESSION

1. CALL TO ORDER:

Board Member Willey called the meeting to order at 1:34 p.m.

2. RESULTS OF CLOSED SESSION:

Board Member Willey reported Administration is to obtain additional information on the RHC Property / Parking Lot and provide the information to the Finance Committee at the May Meeting.

3. PUBLIC FORUM FOR OPEN SESSION

Board Member Willey opened the Hearing Section for Public Comment on Open Session items at 1:35 p.m. Hearing no request to address the Finance Committee, Board Member Willey closed the Hearing Section at 1:35 p.m.

4. DIRECTORS COMMENTS:

- None

5. APPROVAL OF MINUTES:

A. March 06, 2017

Board Member Robbins motioned to approve the March 06, 2017 minutes as presented. Second by Board Member Willey to approve the March 06, 2017 minutes as presented. Board Member Willey called for a vote. A vote in favor of the motion was unanimously approved.

- Board Member Willey- yes
- Board Member Robbins- yes

6. OLD BUSINESS:

- None

7. NEW BUSINESS*

**A. Discussion, Presentation and Potential Recommendation to the Board of Directors:
Tractor Purchase / Equipment Upgrade (Skid Steer)**

- Mr. Hamblin reported that the request is to trade in existing skid steer; cost is \$33,000, trade in value of approximately \$11,500 and the difference is under \$13,000. Mr. Hamblin requests the Finance Committee to recommend to the Board approximately \$13,000 no more than \$15,000 to upgrade the current skid steer.
- Mr. Hamblin reported that the current unit does not have an enclosed cab; staff has to climb over or under the bucket to gain entrance and feels that an upgrade will be safer for the staff.
- The Finance Committee thanked staff for bringing this item to committee and asked that Administration ensure there is a warranty on the upgraded unit.

Board Member Willey motioned to recommend to the Board of Directors the Tractor Purchase / Equipment Upgrade (Skid Steer) not to exceed \$15,000. Second by Board Member Robbins to recommend to the Board of Directors the Tractor Purchase / Equipment Upgrade (Skid Steer) not to exceed \$15,000. Board Member Willey called for a vote. A vote in favor of the motion was unanimously approved.

- Board Member Willey- yes
- Board Member Robbins- yes

8. Presentation and Review of Financial Statements:

A. February 2017 Finances:

- Mr. Hamblin reported the following:
 - Cash was strong - 215 days cash on hand.
 - Surplus revenue over budget.
 - Expenses continue under budget.
 - SNF continues over budget.
 - ER visits are below budget.
 - Total Revenue over budget for the month.
 - Clinic visits growing.
 - Dental visits are growing.

B. CFO Report:

- Mr. Hamblin reported the following information:
 - Health Care Reform; a lot of blame and speculation but still unknown at this time.
 - Charge Description Master Review: brought back consultant and met with managers and clinic staff on implementation of findings. Making changes in codes.
 - QHR was on site to review operating practices.

C. Surgery Analysis / Report:

- Mr. Hamblin reported the following information:
 - Cataract surgeries continue to be five to six per month.
 - Ortho surgeries are twenty cases and only reimbursed for four surgeries at this time.
 - Would be expensive to bring an Orthopedic Surgeon on staff; have to staff the OR and have stand by staff. Costs need to be looked at before making a decision.
 - Good opportunity for General Surgeon if we want to grow the OR.
 - Met with Heritage Manager and had a positive meeting; will be meeting again in approximately three to four weeks to discuss the opportunity to provide services to our residents that have Heritage insurance. Heritage is making changes in their management.
 - Met with a Podiatrist that would like to provide services at the clinic. Will continue to look at this service.
 - Would like to extend the Surgery Analysis for another six months.
- Ms. Jex stated that she feels Orthopedic surgeries would be maybe 1 to 2 month; the District would need to expand scheduled surgeries; Orthopedic surgeries, Appendix and Colonoscopies. The District would need approximately \$60,000 to upgrade the Surgery Department, need to look at cost of staffing.

Board Member Robbins motioned to approve the February 2017 Finance Report, the CFO Report and the Surgery Analysis Report as presented. Second by Board Member Willey to approve the February 2017 Finance Report, the CFO Report as presented. Board Member Willey called for a vote. A vote in favor of the motion was unanimously approved.

- Board Member Willey- yes
- Board Member Robbins- yes

9. ADJOURNMENT*

Board Member Robbins called for a motion to adjourn the meeting. Second by Board Member Willey to adjourn the meeting. Board Member Willey adjourned the meeting 2:15 p.m.

- Board Member Willey- yes
- Board Member Robbins- yes