

LAKE HEALTH DISTRICT  
BOARD OF DIRECTORS MEETING  
March 5, 2020

<b>Board Attendance:</b>	Don Liddycoat, Chair Ken Kestner, Member	Jerald Steward, Secretary Shirin Sabin, Member
<b>LHD Staff Attendance:</b>	Charlie Tveit, CEO Jen Antle, Exec. Asst. Teresa Squires, CNO Steven Vance, IT Director	Cheryl Cornwell, CFO Susan Campbell, Rev. Cycle Manager Rebecca Farr, Human Resources Direct.
<b>Others Present:</b>	Chuck Messner, Lesa Cahill, Daniel Tague, Darla Tague - Lake County Disaster Unit Lauri Crocker, Andrea Wishart, Lori Ann Finn, Patrick Finn, Mike Newcombe, Michele Totten – Food Share/Pantry Darryl Anderson, Chuck Kelley, Community Members Kevin Winter, Lake County Examiner	
<b>Public Comment:</b>	None	

Don Liddycoat, Chair, called the meeting to order in open session at 6:30 pm and led the Pledge of Allegiance.

**Consent Agenda Item Approval:** Ken Kestner made a motion to acknowledge and approve the consent agenda items, which include: Minutes of February 6, 2020 meeting, thank you letters and the April 2020 check signing calendar. Jerald Steward seconded the motion. The motion was presented, and Don Liddycoat, Jerald Steward, Ken Kestner, and Shirin Sabin voted to pass the motion unanimously.

**Calendar for Check Signing:**

April 1, 2020	Jerald Steward
April 8, 2020	Shirin Sabin
April 15, 2020	John Shine
April 22, 2020	Don Liddycoat
April 29, 2020	Ken Kestner

**Budget Assumptions:** Cheryl Cornwell, CFO reviewed the budget assumptions for the upcoming budget cycle. There were questions and discussion. Jerald Steward made a motion to approve the budget assumptions as presented. Ken Kestner seconded the motion. The motion was presented, and Don Liddycoat, Jerald Steward, Ken Kestner, and Shirin Sabin voted to pass the motion unanimously.

**Foodshare/Pantry Updates:** Mike Newcombe reported that the Lake County Foodshare is a county program and is overseen by a Board of Directors, and that the Food Pantry is part of the Klamath Lake Food Bank, which is a state program. The two programs would like to join together into one group and base from one location, rather than the Foodshare building and the Gathering Place. If this can happen, the Klamath Food Bank would bring more food to Lake County. Mr. Newcombe noted that in order to do so, the building that the Foodshare is using would need to be improved and he provided a report completed by Anderson Engineering describing needed changes. Mr. Newcombe noted that while the roof needs to be redone, it can wait 3 years or so. Mr. Newcombe noted that immediately there are some items that needs to be done, as well as some

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upgrades. There were questions and discussion. Mr. Liddycoat asked Mr. Tveit to review the hospital budget and identify where we could find the funding for the project and work with Foodshare to identify needs.

**EMS Building:** Mr. Tveit reported the walkthrough with the contractor is scheduled for next week and we should be able to take occupancy next week. Mr. Tveit reported that we need to consider carpet on the upper floors which would be approximately \$6k, possible curbing or ballasts in front of the equipment to keep cars from backing into the supports, landscaping, furnishings such as a refrigerator, stove, etc. which would be approximately \$5k, the landline telephones, white boards, etc. which could be an additional total of \$30k. Mr. Liddycoat asked the steering committee for the EMS service to keep working on details. Mr. Tveit reported that we are working on the job descriptions and have hired a consultant to assist us in the process for licensure, etc.

**Budget Committee Member:** Mr. Tveit reported that a member of the budget committee has resigned and will need to fill that vacancy. Mr. Tveit reported that there was a name suggested, and they have been contacted, but have not yet heard back.

**Cerner Update:** Steven Vance, IT Director reported that we completed the 2<sup>nd</sup> phase of testing this week. There were 25 Cerner Associates on site and did a lot of work in the last 72 hours and it went very well. Mr. Vance reported that the Financial testing will begin next week.

**Financial Reports:** As part of the Financial Report for January, Cheryl Cornwell, CFO reported January was a very big month for the hospital with 372 patients, 16 above our average of 356. Year over year we are up 237 patients. Surgical patients has averaged 18 per month and we had 43 in January. ED is up from last year 208 patients which is 11%. Swing patients are up 9 from last year – 17%. Ancillary services continue to perform above budget. Lab is up 7% from last year, Radiology is up 4%, and PT is up 8%. Alturas has been slow with their Doctor on medical leave, he will be back mid-February. Total charges for the month were \$3.952m, our 2<sup>nd</sup> highest month ever. Collections were \$2.18m, \$300k less than December collections. Days in A/R have risen to 82. Days cash on hand dropped to 56 with the increase in days in A/R. Staff has spent much time on Cerner testing which was very successful, but it has come at a cost to our revenue cycle as we knew it would. Now, with Cerner on hold as we cope with COVID19, the staff is fully focused on collecting our A/R. For the month of January revenue was \$3.18m, \$281k above budget. Expenses were \$3.2m, \$175k above budget. Operating profit was \$365k, \$124k above budget and net gain was \$342k, \$230k above budget – a very good month. Year to date revenue is \$20.2m, just \$46k below budget even though the surgery department, as a whole, is about \$1m under budget. Revenue is \$2.4m higher than last year while expenses are \$19.m higher than last year. Net gain for the year is \$875k which is \$95k above budget and \$595k higher than last year. No changes on the balance sheet really, cash is down, and A/R is up a bit.

**Goose Lake Medical/Lakeview Gardens:** Lakeview Gardens had had 22 residents in long term care and 9.5 in assisted living. Long term care gross charges were above their average with \$280k and assisted living was below their average of 49k with 26k for the month. Net Revenue for both was \$283k, expenses were \$348k and the loss for the month was \$65k. Loss for the year is now at \$678k, very close to where we should be based on how much the district has historically been able to cover for long term care.

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Lake Medical Supply had sales of \$26k and a loss for the month of \$1.2k and a loss of \$37k for the year. We are working with our DME consultant to hire a new manager and make some changes to bring this organization back to profitability.

**Medical Staff Privileging:** In the absence of Timothy Gallagher, M.D., Chief of Staff, Mr. Tveit presented the Medical Staff Privileging that was approved at the last Medical Staff meeting:

Change in Appointment: Emery Chang, MD, General Surgery, Active; Ellen Mouser, PMHNP, Psychiatric Consults, Allied Health Professional

Reappointment: Erin Steward, PA-C, Family Practice, Allied Health Professional

New Appointment: David Guarraia, MD, Cardiology, Courtesy; Jeffrey McGillicuddy, MD, Orthopedic Surgery, Provisional Active

Resignations: Katharine Yoler, MD; Michael Rozenfield, DO; Gregory Thalken, MD; Christopher Park, MD – Consulting Teleradiology

Jerald Steward made a motion to approve the Medical Staff Privileging as presented. Shirin Sabin seconded the motion. The motion was presented, and Don Liddycoat, Jerald Steward, Ken Kestner, and Shirin Sabin voted to pass the motion unanimously.

**Nursing Report:** Teresa Squires, CNO reported we have hired Phil Chan, respiratory therapist as our Cardiopulmonary Manager, taking those responsibilities from her. Mr. Chan was temporary staff, we hired him on permanent and then have hired him as our manager. Ms. Squires reported that he will manage cardiac rehab, Pulmonary and Sleep Lab. Ms. Squires reported that we have three patients for Cardiac Rehab Mondays, Wednesday and Fridays. Ms. Squires reported that we have interviewed a clinical nurse manager candidate who will handle the day to day management of Acute.

**CEO Report:**

- Mr. Tveit reported that there will be a retirement social on March 10 at 2pm for Melinda Utley, who has been with us for over 40 years.
- Mr. Tveit reported that he met with school officials regarding the continuation of Public Health in the schools and the ESD would like to increase it to 2 days a week if possible.
- Mr. Tveit reported that we will have an interview with Mia Carson, MD on March 11 and if available please join. Dr. Carson is a family physician.
- Mr. Tveit reported that we have hired Dr. Kenneally for our Alturas clinic and she will come as soon as her California license is issued.
- Mr. Tveit reported that Dr. Than, OB/GYN expects to start the end of May, or early June.
- Mr. Tveit reported that the strategic planning meeting is scheduled for March 23<sup>rd</sup>.
- Mr. Tveit provided the link to OHA/CDC regarding Covid-19 virus and reported that as of 11am this morning, OAHHS reported 3 positive cases in Oregon, 45 negative and 13 pending. Mr. Tveit reported that public can visit the OHA website for more information.

At 8:00 p.m. the meeting adjourned.

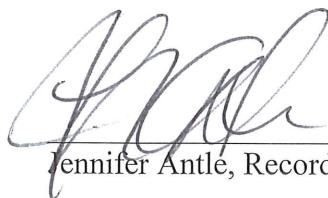
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Respectfully submitted,



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Jerald Steward, Secretary



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Jennifer Antle, Recording Secretary

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