

**HUMBOLDT GENERAL HOSPITAL
DISTRICT BOARD OF TRUSTEES
APRIL 6, 2021 SPECIAL MEETING – BUDGET WORKSHOP
MEETING VIA TELECONFERENCE-VIDEOCONFERENCE**

BOARD PRESENT:

Alicia Cramer, Chair
Michelle Miller, Secretary
JoAnn Casalez, Member
Gene Hunt, Member
Ken Tipton, County Comm. Member
Lewis Trout, Member

Kent Maher, Legal Counsel (via phone)

BOARD ABSENT:

MEDICAL STAFF PRESENT:

Robert Johnson, PA

STAFF PRESENT:

Tim Powers, CEO
Cory Burnett, CFO
Kim Plummer, Controller
Mike Bell, IT Director
Brett Peine, EMS Director
Robyn Dunckhorst, CNO
Bertha Higbee, ACNO
Alicia Wogan, Executive Assistant
Theresa Bell, Project Director
Brian Washburn, Operations Director
Diane Klassen, Radiology Manager
Clarissa Vincent, Respiratory Manager
Tori Stephens, Materials Manager
Duane Grannis, Maintenance Manager
Tina Wilson, ACNO
Rachel Lara, Clinic Manager
Sierra Ribero, OB Manager
Shelly Smith, Senior Accountant
Laura Shea, Marketing-Community Relations
Theresa Willis, EMS (via phone)

GUESTS:

Ashley Maden (Humboldt Sun).

CALL TO ORDER:

Board chair Cramer called the April 6, 2021 board meeting to order at 5:32 p.m.

PUBLIC COMMENT:

Lewis Trout commented on EMS providing services for the Veterans Day parade.

BUSINESS ITEMS-OTHER REPORTS:

1. Hospital Administration-Finance / FY2021-2022 budget workshop for presentation, review and discussion of Hospital District revenues, expenditures and funding and budget projections and proposals which may include additions or deletions to personnel, equipment, supplies and services, and tentative approval of the proposed budget subject to final approval and action at the time final budgets are submitted / CFO-Administration

Board chair Cramer explained the process for approval of the tentative budget, and that ideas for the budget and how to get there belong at the planning meeting.

CFO Burnett went over the budget highlights and the trending of patient revenues. Board member Trout asked about the basis and accuracy of the projections; Burnett said they are accurate unless Covid spikes. Board member Tipton asked about the numbers in the packet; Burnett explained cash flow was over projected. The days in AR will go up every month as long as the R1 contract is in place and the way to reduce the AR days is to do in-house billing and eliminate R1. CEO Powers believes there is about \$700,000 outstanding.

There were questions and comments on the following: Inpatient Services: the hospitalist service have started; OB: the census and projection was discussed; Long Term Care; Surgical Services: increases in services are dependent on having CRNAs for backup, the projections do not include bringing orthopedic physicians in-house, and employees with surgical tech training will reduce contracted costs; Central Stores; Cardiac Clinic: eight patients per day is the assumption; Pharmacy: pharmacist wages are decreasing; Rehabilitative Services; Radiology: the projected 45% increase of volume was reduced and they are looking at decreasing the MRI prices as well, the campaign to promote the pricing will follow; Cath Lab: is expected to begin in September 2021, the equipment is too big for the proposed location and the company contracted with will come to review the space of the OB waiting room; EMS (Emergency Medical Services): there is no meaningful data on the costs for doing events standby, there will be no participation in Burning Man or Night in the Country, the EMS billing is outsourced because it is specialty billing and was approved by the board in December 2020, grants are being considered for bullet proof vests, overtime is built-in because the staff works 48 hour shifts; Lab (Laboratory): they are looking at decreasing prices and the pricing model, the marketing has not started; Nutritional Services: the one FTE includes a nutritionist; ER (Emergency Room): physician staffing was explained; RHC (Rural Health Clinic): centralized scheduling should help increase volumes, assumptions were not included; Infection Control: more advertising may be necessary because Covid vaccine registration by computer may be challenging for seniors who do not have computer access, Medicaid reimbursement will be sought; Social Services: billing and coding for services was explained, the social worker needs to be a LSW (Licensed Social Worker); Wellness; Dietary; Administration; Accounting; HR (Human Resources): personnel and wage increases were discussed; Maintenance: the fixed asset schedule, depreciation and staffing were discussed, an additional FTE and boiler replacement are included in the budget; Quality: salary increases were explained; Revenue Cycle: the R1 buyout and staffing were explained; IT (Information Technology): the staffing requirements plan was discussed; Materials Management; Community Relations: time lines for marketing programs and plans, website, magazine and metrics were explained, programs accountability, measuring effectiveness, surveys and transparency were discussed. Board chair Cramer asked about items that were not listed on the budget proposals and requested that the allocations for such items be included in information presented to the board.

Motion by board member Miller second by board member Hunt to approve the FY2021-2022 tentative budget as presented and authorize submittal to the state subject to the ongoing quarterly review process. Motion carried unanimously.

TRUSTEE COMMENTS-STAFF REPORTS:

All board members thanked staff for their involvement in the budget process.

CFO Burnett explained the information presented will be improved in the future.

CEO Powers thanked everyone for their hard work and support.

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PUBLIC COMMENT:

HGH Project Manager Theresa Bell thanked those present for the time spent on the budget process and the questions which were asked.

Board chair Cramer adjourned the April 6, 2021 meeting of the Humboldt County Hospital District Board of Trustees at 7:40 p.m.

APPROVED:

ATTEST:

Alicia Cramer, Board Chair

Alicia Wogan, Executive Assistant