

HUMBOLDT GENERAL HOSPITAL

DISTRICT BOARD OF TRUSTEES

REGULAR BOARD MEETING

TUESDAY

MAY 28, 2019

5:30 P.M.

SARAH WINNEMUCCA CONFERENCE
ROOM

JoAnn Casalez - Chairman
Michelle Miller - Secretary
Bill Hammargren - Member
Jennifer Hood - Member
Gene Hunt - Member
Ken Tipton - Member-Humboldt
County Commissioner

HUMBOLDT GENERAL HOSPITAL

118 EAST HASKELL STREET
WINNEMUCCA, NEVADA 89445

DISTRICT BOARD OF TRUSTEES MEETING AGENDA

MEETING DATE: Tuesday May 28, 2019
MEETING TIME: 5:30 pm
MEETING PLACE: Sarah Winnemucca Conference Room
Humboldt General Hospital
118 E Haskell St, Winnemucca, Nevada
PLACES POSTED: in Winnemucca, Nevada at:
Humboldt General Hospital, 118 E Haskell Street
Humboldt County Courthouse, 50 W Fifth Street
Winnemucca City Hall, 90 W Fourth Street
Humboldt County Library, 85 E Fifth Street
United States Post Office, 850 Hanson Street
www.hghospital.org <https://notice.nv.gov>
PERSON POSTING: Alicia Wogan

A. CALL TO ORDER

B. PUBLIC COMMENT

(This agenda item is designated to give the general public the opportunity to address the Hospital Board. No action may be taken upon a matter raised under this section until it is placed on an agenda for action. Public comment is generally limited to three (3) minutes per person.)

C. MEDICAL STAFF-HOSPITAL DEPARTMENT REPORTS

(These agenda items are designated to give the opportunity to report and update the Hospital Board on each group or department listed. No action may be taken upon a matter raised under this section until it is placed on an agenda for action.)

1. Medical Staff report
2. Hospital Week report – EMS Director
3. Clinic space allocation report – Practice Administrator
4. Long term care update – Director of Nursing
5. Administration report – CEO

D. CONSENT AGENDA

(The Board is expected to review, discuss and take action on this agenda item.)

1. Board meeting minutes April 30, 2019
2. Medical Staff applications for appointments, reappointments, provisional and temporary privileges for: Sara Thorp, D.O., Provisional-FP/OB; Monica Mann, M.D., Provisional-Pediatrics; Melinda Hoskins, APRN-CMW, Provisional-Midwife; Merleen Grover, APRN-CMW, Provisional-Midwife; and, Sridevi Challapalli, M.D., Consulting-Cardiology.

E. FINANCIAL REPORTS

(The Board is expected to review, discuss and take action on this agenda item.)

1. April 2019 financial reports
2. Warrants disbursed - Monthly expenditures

F. BUSINESS ITEMS-OTHER REPORTS

(The agenda items in this section are for discussion and for possible action. The action may consist of approval, disapproval, acceptance, rejection, authorization, adoption, review, recommendation, referral to staff, or any other action as appropriate. The items may be heard in any order and at any time unless a time is specified; two or more items may be combined for

DISTRICT BOARD OF TRUSTEES MEETING AGENDA

May 28, 2019

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consideration; an item may be removed from the agenda; or, discussion relating to an item may be delayed at any time.)

1. **5:30 p.m.** Hospital Administration-Budget / public hearing / fiscal year 2019-2020 tentative budget and any amendments to the budget / approval and submission of fiscal year 2019-2020 final budget / Board-Administration
2. Hospital Administration-Human Resources / determination of critical labor shortage of RN position for operating room department to allow reemployment of retired public employee / Administration-Human Resources Director
3. Hospital Administration-EMS / proposal to purchase KwikKool portable indoor-outdoor air conditioner unit for special events-disasters/ EMS Director-Administration
4. Hospital Administration-Pharmacy / bids-proposals for pharmacy-physical therapy remodel project / award of contract for pharmacy-physical therapy remodel project / Owners Rep-Administration

G. TRUSTEE COMMENTS-STAFF REPORTS

(This period is designated for receiving reports, information, department updates, board and committee updates and proposals by the board, chief executive officer, chief financial officer, human resources director, director of nurses, and other staff upon request. No action may be taken upon a matter raised under this section until it is placed on an agenda for action.)

H. PUBLIC COMMENT

(This agenda item is designated to give the general public an opportunity to address the Hospital Board. No action may be taken upon a matter raised under this section until it is placed on an agenda for action. Public comment is generally limited to three (3) minutes per person.)

Notice: The Executive Assistant at the Administrator's Office located at Humboldt General Hospital, 118 E. Haskell Street, Winnemucca, Nevada, telephone number 775-623-5222 extension 1123, is the designated person from whom a member of the public may request the supporting material for the meeting and the Administrator's Office is the location where the supporting material is available to the public.

Notice: By law a public body may receive information from legal counsel regarding potential or existing litigation involving a matter over which the public body has supervision, control, jurisdiction, or advisory power and such gathering does not constitute a meeting of the public body.

Notice: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify in writing the Executive Assistant at the Administrator's Office located at Humboldt General Hospital, 118 E. Haskell Street, Winnemucca, Nevada 89445, or by telephoning 775-623-5222 extension 1123, at least one (1) business day in advance of the meeting.

Hospital Week 2019 Results

**Humboldt General Hospital
Board of Trustees Meeting
28 May 2019
Agenda item: C2**

Executive Summary – Hospital Week 2019 Results

Request

To advise the board of Hospital Week 2019 results.

Mon, 13 May

87 employees participated in the Admin open house

Tue, 14 May

26 employees participated in the community cleanup, removing trash from Potato Road and E. Winnemucca Blvd.

Thu, 16 May

83 employees participated in the “smoothie bikes”

22 staff and community members attended the Chamber of Commerce Mixer

Fri, 17 May

4 Nurse Residency Graduates, 20 Nightingale Nurse of the Year Candidates and 26 Years of Service award winners were recognized at the Employee Recognition Dinner. CNO Darlene Bryan was chosen as the Nightingale Nurse of the Year.

Sat, 18 May

Over 200 staff and community members attended the EMS BBQ and Bike Rodeo.

Recommendation

Information for the board

Point of Contact: Sean Burke, EMS Chief

Financial Narrative

Period Ending April 30, 2019

STATISTICS

- Patient days are 74 days over budget for the month and 684 days under budget year to date
- OR cases are over budget by 25 for the month and over budget by 127 cases year to date
- Radiology tests are higher than budgeted by 198 tests for the month and 298 tests year to date
- Lab tests for the month are 2,069 tests over budget and year to date is over budget by 3,496 tests
- Emergency room visits are over budget by 20 for the month and 220 year to date
- Clinic visits are 259 visits lower than budgeted for the month and 4,137 visits lower than budgeted for the year

FINANCIAL STATEMENTS

- Net loss from operations for April was \$271,537 compared to a budgeted loss of \$323,210 and is mainly due to:
 - the increase in adjustments from the 50% discount campaign (\$170,000 in adjustments for April 2019)
 - unbudgeted expenses for the project manager of the Cerner conversion (\$40,000)
 - March 2019 vendor invoices that were posted in April 2019 (approximately \$76,000)
- April operating revenues are higher than budgeted by approximately \$275K
- Month to date non-operating revenues are approximately \$32K over budget
- Month to date net income is \$160,225, approximately \$84K over budget
- Year to date net income is \$3,316,321, approximately \$2.5M over budget
- Restricted cash of approximately \$22K is related to nursing home patient funds held in trust for the residents

YEAR TO DATE REVENUE PAYOR MIX

| Payor | Hospital FY19 | Hospital FY18 | Clinic FY19 | Clinic FY18 |
|-------------|------------------|------------------|----------------|----------------|
| Medicare | 36.5% | 37.0% | 29.1% | 26.9% |
| Medicaid | 22.5% | 21.0% | 20.0% | 27.9% |
| Insurance | 29.1% | 31.0% | 41.3% | 36.4% |
| Private pay | 8.3% | 7.7% | 6.7% | 6.1% |
| Other | 3.6% | 3.3% | 2.9% | 2.7% |

Humboldt General Hospital
Statistics Comparison

April 30, 2019

| | Monthly Budget | April-19 Actual | MTD Variance | YTD Budget | YTD Actual | YTD Variance |
|-----------------------|---------------------------|----------------------------|-------------------------|-----------------------|-----------------------|-------------------------|
| Med/Surg Pt Days | 158 | 148 | -6.53% | 1,583 | 1,635 | 3.26% |
| Pediatric Days | - | 26 | 0.00% | - | 38 | 0.00% |
| Obstetrics Pt Days | 30 | 29 | -4.40% | 303 | 303 | -0.11% |
| Nursery Pt Days | 32 | 36 | 13.68% | 317 | 328 | 3.58% |
| ICU Pt Days | 12 | 20 | 71.43% | 117 | 154 | 32.00% |
| Swing Bed Days | 28 | 53 | 92.73% | 275 | 328 | 19.27% |
| Harmony Manor Days | 840 | 851 | 1.31% | 8,400 | 7,571 | -9.87% |
| Quail Corner Days | 200 | 210 | 5.00% | 2,000 | 1,954 | -2.30% |
| Labor Room Deliveries | 19 | 17 | -9.33% | 188 | 192 | 2.40% |
| Operating Room Cases | 93 | 118 | 26.43% | 933 | 1,060 | 13.57% |
| Radiology Tests | 1,100 | 1,298 | 18.00% | 11,000 | 11,298 | 2.71% |
| Laboratory Tests | 7,018 | 9,087 | 29.48% | 70,178 | 73,674 | 4.98% |
| Emergency Room Visits | 600 | 620 | 3.33% | 6,000 | 6,220 | 3.67% |
| Amublance Runs | 225 | 232 | 3.11% | 2,250 | 2,307 | 2.53% |
| RHC Visits | 2,424 | 2,165 | -10.70% | 24,243 | 20,106 | -17.07% |

Days are counted in month discharged.

HUMBOLDT GENERAL HOSPITAL
FINANCIAL STATEMENT OF PROFIT OR (LOSS)
COMPARISON TO BUDGET
FOR 10TH MONTH ENDED
APRIL 30, 2019

DATE: 5/20/19
TIME: 12:02:34

| | CURRENT PERIOD | | | YEAR-TO-DATE | | |
|---------------------------------------|-------------------|------------------|------------------|---------------------|--------------------|---------------------|
| | ACTUAL | BUDGET | VARIANCE | ACTUAL | BUDGET | VARIANCE |
| OPERATING REVENUES | | | | | | |
| ROOM / BED CHARGES REVENUE | | | | | | |
| ACUTE CARE | \$ 702,684 | \$ 649,325 | \$ 53,359 | \$ 6,368,145 | \$ 6,493,243 | \$ (125,098) |
| NURSING HOME (Harmony Manor) | 184,449 | 208,658 | (24,209) | 1,685,023 | 2,086,582 | (401,559) |
| MEMORY CARE (Quail Corner) | 73,975 | 66,916 | 7,059 | 652,300 | 669,168 | (16,868) |
| TOTAL ROOM / BED CHARGES | 961,108 | 924,899 | 36,209 | 8,705,468 | 9,248,993 | (543,525) |
| ANCILLARY CHARGES REVENUE | | | | | | |
| IN-PATIENTS | 2,491,747 | 2,184,380 | 307,367 | 21,362,842 | 21,843,783 | (480,941) |
| OUT-PATIENTS | 4,755,435 | 3,998,833 | 756,602 | 41,991,839 | 40,095,315 | 1,896,524 |
| NURSING HOME (Harmony Manor) | 231,952 | 166,887 | 65,065 | 1,710,020 | 1,668,883 | 41,137 |
| MEMORY CARE (Quail Corner) | 31,305 | 33,109 | (1,804) | 217,838 | 331,102 | (113,264) |
| TOTAL ANCILLARY SERVICES REV | 7,510,439 | 6,383,209 | 1,127,230 | 65,282,539 | 63,939,083 | 1,343,456 |
| GROSS REVENUES | | | | | | |
| FROM SERVICES TO PATIENTS | 8,471,547 | 7,308,108 | 1,163,439 | 73,988,007 | 73,188,076 | 799,931 |
| (LESS) CONTRACTUALS TO REVENUE | 3,941,761 | 2,988,862 | 952,899 | 30,139,811 | 29,888,609 | 251,202 |
| NET REVENUE FROM PATIENT SERV | 4,529,786 | 4,319,246 | 210,540 | 43,848,196 | 43,299,467 | 548,729 |
| OTHER OPERATING REVENUES | 162,145 | 97,879 | 64,266 | 551,486 | 978,792 | (427,306) |
| GRAND TOTAL OPERATING REVENUES | 4,691,931 | 4,417,125 | 274,806 | 44,399,682 | 44,278,259 | 121,423 |
| OPERATING EXPENSES | | | | | | |
| PROFESSIONAL CARE OF PATIENTS | 2,415,764 | 2,175,858 | 239,906 | 21,072,190 | 21,758,609 | (686,419) |
| NURSING ADMIN. / QUALITY IMP. | 75,424 | 68,129 | 7,295 | 891,277 | 681,296 | 209,981 |
| DIETARY DEPARTMENT | 106,304 | 89,562 | 16,742 | 854,412 | 895,620 | (41,208) |
| HOUSEKEEPING/LAUNDRY/JANITOR | 106,219 | 62,707 | 43,512 | 640,439 | 627,070 | 13,369 |
| PLANT OPERATION & MAINTENANCE | 93,051 | 96,114 | (3,063) | 925,974 | 961,140 | (35,166) |
| MEDICAL RECORDS | 67,464 | 41,240 | 26,224 | 561,000 | 412,400 | 148,600 |
| ADMINISTRATION | 1,117,055 | 1,098,246 | 18,809 | 10,825,480 | 11,032,460 | (206,980) |
| PROVISION FOR DEPRECIATION | 551,821 | 582,909 | (31,088) | 5,679,024 | 5,829,095 | (150,071) |
| BAD DEBTS, NET OF RECOVERY | 430,366 | 525,570 | (95,204) | 5,172,758 | 5,255,691 | (82,933) |
| TOTAL OPERATING EXPENSES | 4,963,468 | 4,740,335 | 223,133 | 46,622,554 | 47,453,381 | (830,827) |
| OPERATING PROFIT OR (LOSS) | (271,537) | (323,210) | 51,673 | (2,222,872) | (3,175,122) | 952,250 |
| NON-OPERATING REVENUES | | | | | | |
| AD VALOREM TAXES | 73,914 | 319,762 | (245,848) | 3,511,266 | 3,197,620 | 313,646 |
| CONSOLIDATED TAXES | 330,739 | 67,091 | 263,648 | 921,120 | 670,910 | 250,210 |
| NET PROCEEDS OF MINES TAX | 00 | 00 | 00 | 832,373 | 00 | 832,373 |
| INTEREST EARNED | 27,109 | 12,991 | 14,118 | 274,434 | 129,910 | 144,524 |
| EXPANSION DEBT TAX-REPAY LOAN | 00 | 00 | 00 | 00 | 00 | 00 |
| TOTAL NON-OPERATING REVENUES | 431,762 | 399,844 | 31,918 | 5,539,193 | 3,998,440 | 1,540,753 |
| NET INCOME OR (LOSS) | \$ 160,225 | \$ 76,634 | \$ 83,591 | \$ 3,316,321 | \$ 823,318 | \$ 2,493,003 |

Humboldt County Hospital District
Statement of Profit and (Loss)
For Period Ending: April 30, 2019

| | Month to Date | | | Year to Date | | |
|---|-------------------------|------------------------|------------------------|---------------------------|-------------------------|---------------------------|
| | <u>Actual</u> | <u>Budget</u> | <u>Variance</u> | <u>Actual</u> | <u>Budget</u> | <u>Variance</u> |
| Total Patient Service Revenue | \$8,471,547 | \$7,308,108 | \$1,163,439 | \$73,986,202 | \$73,188,077 | \$798,125 |
| Deductions From Revenue | | | | | | |
| Contractual Adjustments | 3,856,484 | 2,968,343 | (888,141) | 29,759,606 | 29,683,390 | (76,216) |
| Bad Debt & Charity Adjustments | 513,640 | 546,092 | 32,452 | 5,550,986 | 5,460,911 | (90,075) |
| Total Deductions From Revenue | <u>4,370,125</u> | <u>3,514,435</u> | <u>(855,690)</u> | <u>35,310,592</u> | <u>35,144,301</u> | <u>(166,291)</u> |
| Net Patient Service Revenue | 4,101,422 | 3,793,673 | 307,749 | 38,675,610 | 38,043,776 | 631,834 |
| Other Operating Revenue | 162,145 | 97,879 | 64,266 | 551,486 | 978,792 | (427,306) |
| Total Operating Revenue | <u>4,263,567</u> | <u>3,891,552</u> | <u>372,015</u> | <u>39,227,095</u> | <u>39,022,568</u> | <u>204,527</u> |
| Operating Expenses | | | | | | |
| Salaries & Wages | 1,270,819 | 1,453,695 | 182,876 | 13,885,120 | 14,536,960 | 651,840 |
| Employee Benefits | 448,096 | 518,416 | 70,320 | 4,917,462 | 5,184,160 | 266,698 |
| Contract Labor | 185,393 | 82,320 | (103,073) | 1,220,999 | 823,208 | (397,791) |
| Professional Contracts | 943,449 | 652,366 | (291,083) | 7,076,604 | 6,573,662 | (502,942) |
| Supplies & Small Equipment | 657,083 | 511,848 | (145,235) | 4,766,264 | 5,118,487 | 352,223 |
| Equipment Maintenance | 153,836 | 176,046 | 22,210 | 1,452,269 | 1,760,470 | 308,201 |
| Rental & Lease | 35,572 | 30,049 | (5,523) | 256,639 | 300,504 | 43,865 |
| Insurance | 44,800 | 45,666 | 866 | 357,119 | 456,660 | 99,541 |
| Utilities | 62,852 | 56,834 | (6,018) | 600,198 | 568,340 | (31,858) |
| Depreciation | 551,821 | 582,726 | 30,905 | 5,679,024 | 5,827,265 | 148,241 |
| Travel, Meals & Education | 52,412 | 40,098 | (12,314) | 321,828 | 309,691 | (12,137) |
| Other Expenses | 128,970 | 64,698 | (64,272) | 916,442 | 738,283 | (178,159) |
| Total Operating Expenses | <u>4,535,103</u> | <u>4,214,762</u> | <u>(320,341)</u> | <u>41,449,968</u> | <u>42,197,690</u> | <u>747,722</u> |
| Net Operating Income / (Loss) | <u>(271,536)</u> | <u>(323,210)</u> | <u>51,674</u> | <u>(2,222,872)</u> | <u>(3,175,122)</u> | <u>952,250</u> |
| Non-Operating Revenue & Expenses | | | | | | |
| County Tax Revenue | 404,652 | 386,853 | 17,799 | 5,264,759 | 3,868,530 | 1,396,229 |
| Interest Income | 27,109 | 12,991 | 14,118 | 274,434 | 129,910 | 144,524 |
| Total Non-Operating Revenue & Expenses | <u>431,760</u> | <u>399,844</u> | <u>31,916</u> | <u>5,539,193</u> | <u>3,998,440</u> | <u>1,540,753</u> |
| Net Income / (Loss) | <u>\$160,225</u> | <u>\$76,634</u> | <u>\$83,591</u> | <u>\$3,316,321</u> | <u>\$823,318</u> | <u>\$2,493,003</u> |

Humboldt General Hospital
Hospital
Statement of Profit and (Loss)
For Period Ending: April 30, 2019

| | Month to Date | | | Year to Date | | |
|---|-------------------------|-------------------------|--------------------------|---------------------------|---------------------------|---------------------------|
| | Actual | Budget | Variance | Actual | Budget | Variance |
| Total Patient Service Revenue | \$7,093,505 | \$6,176,857 | \$916,648 | \$62,998,311 | \$61,768,553 | \$1,229,758 |
| Deductions From Revenue | | | | | | |
| Contractual Adjustments | 3,442,699 | 2,567,679 | (875,020) | 26,356,001 | 25,676,745 | (679,256) |
| Bad Debt & Charity Adjustments | 461,054 | 474,643 | 13,589 | 4,835,348 | 4,746,421 | (88,927) |
| Total Deductions From Revenue | <u>3,903,753</u> | <u>3,042,322</u> | <u>(861,431)</u> | <u>31,191,349</u> | <u>30,423,166</u> | <u>(768,183)</u> |
| Net Patient Service Revenue | 3,189,752 | 3,134,535 | 55,217 | 31,806,962 | 31,345,387 | 461,575 |
| Other Operating Revenue | 158,680 | 74,372 | 84,308 | 433,774 | 743,722 | (309,948) |
| Total Operating Revenue | <u>3,348,432</u> | <u>3,208,907</u> | <u>139,525</u> | <u>32,240,737</u> | <u>32,089,109</u> | <u>151,628</u> |
| Operating Expenses | | | | | | |
| Salaries & Wages | 811,751 | 909,943 | 98,192 | 8,699,258 | 9,099,440 | 400,182 |
| Employee Benefits | 448,096 | 518,416 | 70,320 | 4,917,462 | 5,184,160 | 266,698 |
| Contract Labor | 170,705 | 82,320 | (88,385) | 1,194,011 | 823,208 | (370,803) |
| Professional Contracts | 723,955 | 583,926 | (140,029) | 6,082,310 | 5,889,262 | (193,048) |
| Supplies & Small Equipment | 572,876 | 444,684 | (128,192) | 4,233,175 | 4,446,847 | 213,672 |
| Equipment Maintenance | 146,407 | 164,230 | 17,823 | 1,369,077 | 1,642,310 | 273,233 |
| Rental & Lease | 31,042 | 27,539 | (3,503) | 230,728 | 275,404 | 44,676 |
| Insurance | 44,800 | 45,666 | 866 | 357,119 | 456,660 | 99,541 |
| Utilities | 60,227 | 53,667 | (6,560) | 574,062 | 536,670 | (37,392) |
| Depreciation | 350,579 | 385,788 | 35,209 | 3,672,317 | 3,857,885 | 185,568 |
| Travel, Meals, & Education | 12,771 | 27,938 | 15,167 | 141,181 | 223,507 | 82,326 |
| Other Expenses | 121,851 | 46,975 | (74,876) | 861,241 | 527,541 | (333,700) |
| Total Operating Expenses | <u>3,495,061</u> | <u>3,291,092</u> | <u>(203,969)</u> | <u>32,331,941</u> | <u>32,962,894</u> | <u>630,953</u> |
| Net Operating Income / (Loss) | <u>(146,628)</u> | <u>(82,185)</u> | <u>(64,443)</u> | <u>(91,204)</u> | <u>(873,785)</u> | <u>782,581</u> |
| Non-Operating Revenue & Expenses | | | | | | |
| County Tax Revenue | 404,652 | 386,853 | 17,799 | 5,264,759 | 3,868,530 | 1,396,229 |
| Interest Income | 27,109 | 12,991 | 14,118 | 274,434 | 129,910 | 144,524 |
| Total Non-Operating Revenue & Expenses | <u>431,760</u> | <u>399,844</u> | <u>31,916</u> | <u>5,539,193</u> | <u>3,998,440</u> | <u>1,540,753</u> |
| Net Income / (Loss) | <u>\$285,132</u> | <u>\$317,659</u> | <u>(\$32,527)</u> | <u>\$5,447,989</u> | <u>\$3,124,655</u> | <u>\$2,323,334</u> |

Humboldt General Hospital
 Harmony Manor & Quail Corner
 Statement of Profit and (Loss)
 For Period Ending: April 30, 2019

| | Month to Date | | | Year to Date | | |
|--------------------------------------|------------------------|------------------------|------------------------|-------------------------|-------------------------|-------------------------|
| | Actual | Budget | Variance | Actual | Budget | Variance |
| Total Patient Service Revenue | \$521,681 | \$473,992 | \$47,689 | \$4,257,068 | \$4,739,955 | (\$482,887) |
| Deductions From Revenue | | | | | | |
| Contractual Adjustments | 202,710 | 181,494 | (21,216) | 1,344,553 | 1,814,964 | 470,411 |
| Bad Debt & Charity Adjustments | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Deductions From Revenue | <u>202,710</u> | <u>181,494</u> | <u>(21,216)</u> | <u>1,344,553</u> | <u>1,814,964</u> | <u>470,411</u> |
| Net Patient Service Revenue | 318,972 | 292,498 | 68,905 | 2,912,515 | 2,924,991 | (953,298) |
| Other Operating Revenue | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Operating Revenue | <u>318,972</u> | <u>292,498</u> | <u>26,474</u> | <u>2,912,515</u> | <u>2,924,991</u> | <u>(12,476)</u> |
| Operating Expenses | | | | | | |
| Salaries & Wages | 161,947 | 170,997 | 9,050 | 1,623,589 | 1,709,970 | 86,381 |
| Contract Labor | 14,688 | 0 | (14,688) | 26,988 | 0 | (26,988) |
| Professional Contracts | 0 | 7,250 | 7,250 | 51,976 | 72,500 | 20,524 |
| Supplies & Small Equipment | 18,078 | 18,667 | 589 | 126,704 | 186,670 | 59,966 |
| Equipment Maintenance | 492 | 2,083 | 1,591 | 7,313 | 20,830 | 13,517 |
| Rental & Lease | 2,130 | 477 | (1,653) | 3,768 | 4,770 | 1,002 |
| Utilities | 0 | 0 | 0 | 0 | 0 | 0 |
| Depreciation | 66,579 | 66,759 | 180 | 666,500 | 667,590 | 1,090 |
| Travel, Meals & Education | 0 | 2,234 | 2,234 | 6,569 | 26,628 | 20,059 |
| Other Expenses | 1,927 | 4,607 | 2,680 | 19,514 | 41,782 | 22,268 |
| Total Operating Expenses | <u>265,840</u> | <u>273,074</u> | <u>7,234</u> | <u>2,532,921</u> | <u>2,730,740</u> | <u>197,819</u> |
| Net Operating Income / (Loss) | <u>\$53,132</u> | <u>\$19,424</u> | <u>\$33,708</u> | <u>\$379,593</u> | <u>\$194,251</u> | <u>\$185,342</u> |

Humboldt General Hospital
 Emergency Medical Services
 Statement of Profit and (Loss)
 For Period Ending: April 30, 2019

| | Month to Date | | | Year to Date | | |
|--------------------------------------|--------------------------|---------------------------|------------------------|-----------------------------|---------------------------|---------------------------|
| | Actual | Budget | Variance | Actual | Budget | Variance |
| Total Patient Service Revenue | \$311,143 | \$288,849 | \$22,294 | \$2,760,053 | \$2,995,485 | (\$235,432) |
| Deductions From Revenue | | | | | | |
| Contractual Adjustments | 116,112 | 134,414 | 18,302 | 1,209,476 | 1,344,146 | 134,670 |
| Bad Debt & Charity Adjustments | 31,148 | 35,950 | 4,802 | 377,237 | 359,500 | (17,737) |
| Total Deductions From Revenue | <u>147,260</u> | <u>170,364</u> | <u>23,104</u> | <u>1,586,713</u> | <u>1,703,646</u> | <u>116,933</u> |
| Net Patient Service Revenue | 163,882 | 118,485 | (810) | 1,173,340 | 1,291,839 | (352,365) |
| Other Operating Revenue | 3,465 | 23,507 | (20,042) | 117,711 | 235,070 | (117,359) |
| Total Operating Revenue | <u>167,347</u> | <u>141,992</u> | <u>25,355</u> | <u>1,291,051</u> | <u>1,526,909</u> | <u>(235,858)</u> |
| Operating Expenses | | | | | | |
| Salaries & Wages | 160,281 | 142,904 | (17,377) | 1,747,306 | 1,429,040 | (318,266) |
| Contract Labor | 0 | 0 | 0 | 0 | 0 | 0 |
| Professional Contracts | (1,000) | 6,233 | 7,233 | 26,600 | 62,330 | 35,730 |
| Supplies & Small Equipment | 20,800 | 25,417 | 4,617 | 201,423 | 254,170 | 52,747 |
| Equipment Maintenance | 6,256 | 9,250 | 2,994 | 69,615 | 92,500 | 22,885 |
| Rental & Lease | 2,400 | 2,033 | (367) | 22,123 | 20,330 | (1,793) |
| Utilities | 2,625 | 3,167 | 542 | 26,136 | 31,670 | 5,534 |
| Depreciation | 36,543 | 42,917 | 6,374 | 354,253 | 429,170 | 74,917 |
| Travel, Meals & Education | 16,800 | 8,500 | (8,300) | 126,897 | 51,000 | (75,897) |
| Other Expenses | 5,023 | 9,680 | 4,657 | 21,884 | 130,800 | 108,916 |
| Total Operating Expenses | <u>249,726</u> | <u>250,101</u> | <u>375</u> | <u>2,596,237</u> | <u>2,501,010</u> | <u>(95,227)</u> |
| Net Operating Income / (Loss) | <u>(\$82,378)</u> | <u>(\$108,109)</u> | <u>\$25,731</u> | <u>(\$1,305,186)</u> | <u>(\$974,101)</u> | <u>(\$331,085)</u> |

Humboldt General Hospital
 Rural Health Clinics
 Statement of Profit and (Loss)
 For Period Ending: April 30, 2019

| | Month to Date | | | Year to Date | | |
|--------------------------------------|--------------------------|---------------------------|------------------------|-----------------------------|-----------------------------|-------------------------|
| | Actual | Budget | Variance | Actual | Budget | Variance |
| Total Patient Service Revenue | \$545,217 | \$368,410 | \$176,807 | \$3,970,770 | \$3,684,084 | \$286,686 |
| Deductions From Revenue | | | | | | |
| Contractual Adjustments | 94,964 | 84,756 | (10,208) | 849,575 | 847,535 | (2,040) |
| Bad Debt & Charity Adjustments | 21,438 | 35,499 | 14,061 | 338,402 | 354,990 | 16,588 |
| Total Deductions From Revenue | <u>116,402</u> | <u>120,255</u> | <u>3,853</u> | <u>1,187,977</u> | <u>1,202,525</u> | <u>14,548</u> |
| Net Patient Service Revenue | 428,815 | 248,155 | 172,953 | 2,782,793 | 2,481,559 | 272,138 |
| Other Operating Revenue | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Operating Revenue | <u>428,815</u> | <u>248,155</u> | <u>180,660</u> | <u>2,782,793</u> | <u>2,481,559</u> | <u>301,234</u> |
| Operating Expenses | | | | | | |
| Salaries & Wages | 136,841 | 229,851 | 93,010 | 1,814,967 | 2,298,510 | 483,543 |
| Contract Labor | 0 | 0 | 0 | 0 | 0 | 0 |
| Professional Contracts | 220,494 | 54,957 | (165,537) | 915,718 | 549,570 | (366,148) |
| Supplies & Small Equipment | 45,329 | 23,080 | (22,249) | 204,962 | 230,800 | 25,838 |
| Equipment Maintenance | 681 | 483 | (198) | 6,264 | 4,830 | (1,434) |
| Rental & Lease | 0 | 0 | 0 | 20 | 0 | (20) |
| Utilities | 0 | 0 | 0 | 0 | 0 | 0 |
| Depreciation | 98,121 | 87,262 | (10,859) | 985,954 | 872,620 | (113,334) |
| Travel, Meals & Education | 22,841 | 1,426 | (21,415) | 47,181 | 8,556 | (38,625) |
| Other Expenses | 169 | 3,436 | 3,267 | 13,803 | 38,160 | 24,357 |
| Total Operating Expenses | <u>524,476</u> | <u>400,495</u> | <u>(123,981)</u> | <u>3,988,869</u> | <u>4,003,046</u> | <u>14,177</u> |
| Net Operating Income / (Loss) | <u>(\$95,661)</u> | <u>(\$152,340)</u> | <u>\$56,679</u> | <u>(\$1,206,076)</u> | <u>(\$1,521,487)</u> | <u>\$315,411</u> |

HUMBOLDT GENERAL HOSPITAL
BALANCE SHEET
AT
APRIL 30, 2019

DATE: 5/20/19
TIME: 12:00:33

E-1

ASSETS:

CURRENT ASSETS

| | THIS YEAR | LAST YEAR | INC/(DEC) | INC/(DEC)% |
|---|---------------|---------------|--------------|------------|
| CASH AND INVESTMENTS | \$ 28,066,206 | \$ 20,353,563 | \$ 7,712,643 | 37.9 |
| RESTRICTED CASH | 21,816 | 11,154 | 10,662 | 95.6 |
| ACCOUNTS RECEIVABLE, NET OF ALLOW.DBTFL.ACCT | 11,887,293 | 8,430,387 | 3,456,906 | 41.0 |
| INVENTORY | 1,677,382 | 1,468,699 | 208,683 | 14.2 |
| PREPAID EXPENSES | 656,868 | 427,893 | 228,975 | 53.5 |
| | ----- | ----- | ----- | ----- |
| TOTAL CURRENT ASSETS | 42,309,565 | 30,691,696 | 11,617,869 | 37.9 |
| | ----- | ----- | ----- | ----- |

PROPERTY, PLANT, & EQUIPMENT

| | | | | |
|---------------------|------------|------------|-------------|-------|
| NET OF DEPRECIATION | 61,042,394 | 67,424,668 | (6,382,274) | (9.5) |
| | ----- | ----- | ----- | ----- |

DEFERRED OUTFLOWS OF RESOURCES

| | | | | |
|---------------------------|----------------|----------------|--------------|-------|
| PENSION DEFERRED OUTFLOWS | 5,170,460 | 5,070,455 | 100,005 | 2.0 |
| | ----- | ----- | ----- | ----- |
| TOTAL ASSETS: | \$ 108,522,419 | \$ 103,186,819 | \$ 5,335,600 | 5.2 |
| | ===== | ===== | ===== | ===== |

LIABILITIES:

CURRENT LIABILITIES

| | | | | |
|---------------------------|-----------|-----------|-----------|--------|
| ACCOUNTS PAYABLE | 837,290 | 1,212,451 | (375,161) | (30.9) |
| ACCRUED PAYROLL | 1,135,656 | 1,032,501 | 103,155 | 10.0 |
| ACCRUED PTO & SICK LEAVE | 974,025 | 969,331 | 4,694 | .5 |
| 3RD PARTY PAYABLE/(REC) | (506,249) | (901,507) | 395,258 | 43.8 |
| SNF TRUST FUND DEPOSITS | 21,466 | 11,104 | 10,362 | 93.3 |
| | ----- | ----- | ----- | ----- |
| TOTAL CURRENT LIABILITIES | 2,462,188 | 2,323,880 | 138,308 | 6.0 |
| | ----- | ----- | ----- | ----- |

LONG-TERM LIABILITIES

| | | | | |
|-----------------------|------------|------------|-----------|-------|
| NET PENSION LIABILITY | 27,377,824 | 26,093,478 | 1,284,346 | 4.9 |
| | ----- | ----- | ----- | ----- |

DEFERRED INFLOWS OF RESOURCES

| | | | | |
|--------------------------|------------|------------|-------------|--------|
| PENSION DEFERRED INFLOWS | 1,796,539 | 3,669,432 | (1,872,893) | (51.0) |
| | ----- | ----- | ----- | ----- |
| TOTAL LIABILITIES: | 31,636,551 | 32,086,790 | (450,239) | (1.4) |
| | ----- | ----- | ----- | ----- |

HUMBOLDT GENERAL HOSPITAL
 BALANCE SHEET
 AT
 APRIL 30, 2019

DATE: 5/20/19
 TIME: 12:00:33

| | THIS YEAR | LAST YEAR | INC/(DEC) | INC/(DEC)% |
|-----------------------------------|-------------------|-------------------|------------------|------------|
| FUND BALANCE: | | | | |
| RETAINED EARNINGS | \$ 3,316,321 | \$ 3,325,308 | \$ (8,987) | (.3) |
| NET WORTH-OPERATING FUND | 73,569,547 | 67,774,721 | 5,794,826 | 8.6 |
| TOTAL FUND BALANCE: | 76,885,868 | 71,100,029 | 5,785,839 | 8.1 |
| TOTAL LIABILITIES AND FUND | | | | |
| BALANCES COMBINED | \$ 108,522,419 | \$ 103,186,819 | \$ 5,335,600 | 5.2 |
| | ===== | ===== | ===== | ===== |

HUMBOLDT GENERAL HOSPITAL

RATIOS FOR THE PERIOD ENDING APRIL 30, 2019:

| | | Standard | <FY2019 | | | | | | | | | | | | | | | <FY2018 | | | | | | |
|--|--|--------------|---------|--------|--------|--------|--------|--------|--------|--------|---------|--------|--------|--------|--------|--------|--------|---------|--------|--------|--------|--------|--------|--|
| | | | APR | MAR | FEB | JAN | DEC | NOV | OCT | SEPT | AUG | JUL | JUN | MAY | APR | MAR | FEB | JAN | DEC | NOV | OCT | SEPT | AUG | |
| CURRENT RATIO Measure of short-term debt paying ability (Current Assets / Current Liabilities) Assets are 2x as large as Liabilities | | >2:1 | 17.18 | 18.27 | 12.84 | 17.76 | 7.89 | 6.92 | 5.69 | 5.81 | 5.93 | 3.07 | 2.38 | 3.43 | 4.48 | 4.60 | 5.38 | 5.08 | 4.03 | 4.17 | 4.46 | 4.76 | 4.69 | |
| DAYS CASH ON HAND Cash + Temp Investments + Investments divided by Total Expenses (less Depreciation AND Net Bad Debts), divided by Days in Period | | >150 DAYS | 237.26 | 231.73 | 237.02 | 235.13 | 219.56 | 221.97 | 231.47 | 212.70 | 218.06 | 229.13 | 225.64 | 197.59 | 180.93 | 172.7 | 176.4 | 150.5 | 136.11 | 146.85 | 130.46 | 137.60 | 136.95 | |
| DAYS RECEIVABLES (NET OF ALLOWANCE) Measure of worth as well as billing and collection performance | | < 70 DAYS | 62.46 | 65.17 | 57.84 | 54.52 | 55.95 | 51.74 | 61.36 | 63.57 | 49.92 | 58.55 | 50.27 | 64.71 | 53.23 | 56.07 | 52.63 | 52.35 | 55.95 | 51.29 | 65.66 | 56.86 | 53.32 | |
| DAYS RECEIVABLES (GROSS) | | | 89.68 | 88.06 | 80.91 | 79.4 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| OPERATING MARGIN YTD Operating Profit (Loss) divided by YTD Gross Revenue from Services to Patients (Guide to Hospital's profitability) | | Percent > 3% | -3.00% | -2.98% | -3.96% | -4.18% | -6.17% | -7.52% | -5.77% | -7.94% | -11.00% | -0.58% | -0.71% | -1.39% | -1.31% | -0.96% | -1.85% | -1.02% | -3.73% | -3.60% | -2.32% | -3.92% | -5.07% | |

Op Margin = measurement of what proportion of revenue is left over after paying for operating costs

HUMBOLDT GENERAL HOSPITAL

PRESENTATION OF CASH ACCOUNTS

APRIL 30, 2019 -- FISCAL YEAR 2019

| <u>ACCOUNTS FOR:</u> | <u>G/L ACCT. #:</u> | <u>LOCATION HELD:</u> | <u>ACCOUNT.#:</u> | <u>BALANCES:</u> |
|--------------------------|---------------------|------------------------------|-------------------|-------------------------------------|
| Cash Drawers | 100.0005 | Safe/Business Office/Clinics | Cash Drawers(12) | \$ 1,765.00 |
| | | | | |
| General Fund Checking | 100.0010 | Wells Fargo Bank | 3828 | \$ 8,717,285.28 |
| Tax Account | 100.0012 | Wells Fargo Bank | 925 | \$ 16,509.17 |
| Payroll Checking | 100.0015 | Wells Fargo Bank | 3836 | \$ - |
| Benefit Claims Account | 100.0065 | Wells Fargo Bank | 9805 | \$ 553.17 |
| General Fund Investment | 100.0070 | Wells Fargo Bank | 6671 | \$ 9,013,948.67 |
| Hanssen Scholarship Fund | 100.0075 | Wells Fargo Bank | 7067 | \$ 4,007.04 |
| EMS Scholarship Fund | 100.0078 | Wells Fargo Bank | 917 | \$ 16,884.71 |
| SNF Patient Trust | 100.0090 | Wells Fargo Bank | 0021 | \$ 21,816.00 |
| SNF Memorial/Activity | 100.0095 | Wells Fargo Bank | 9304 | \$ 4,912.00 |
| Investment Trust | | Wells Fargo Bank | 6500 | \$ 10,241,734.00 |
| HRG Self Pay | 100.0055 | Sterling Bank | 1566 | \$ 93,623.69 |
| | | | | |
| LGIP Savings | 100.0080 | NV State Treasurer | #xxxGHO | \$ 233,044.16 |
| | | | | HGH TOTALS: \$ 28,366,082.89 |

I, Sandi Lehman, CFO for Humboldt General Hospital, hereby certifies that the above report of cash account balances accurately reflects the actual cash-in-bank as reported by the financial institutions holding the funds for the current period end.

SUBMITTED & SIGNED:

Sandi Lehman, CFO

Sandi Lehman, CFO

We are currently in the process of evaluating the necessity of the cash drawers and will update this schedule accordingly.



Public Employees Retirement System of Nevada
 693 W. Nye Lane, Carson City, NV 89703 (775) 687-4200 Fax (775) 687-5131
 5740 S. Eastern Ave. Suite 120, Las Vegas, NV 89119 (702) 486-3900 Fax (702) 678-6934
 Toll Free 1-866-473-7768 Website: www.nvpers.org Email: nvpers@nvpers.org

Critical Need Position Designation Form

Reemployment of a retired public employee pursuant to NRS 286.523 is limited to positions of extreme need. An employer who desires to employ a retired public employee to fill a position for which there is a critical labor shortage must make the determination of reemployment based upon appropriate and necessary delivery of services to the public. The critical need designation must be made by the designating authority of the agency in an open meeting. The designated authority shall not designate a position for more than 2 years. To be redesignated, the designating authority must consider and make new findings in an open public meeting as to whether the position continues to meet the criteria established by law. PERS will compile the forms received from each designating authority and provide a biennial report to the Interim Retirement and Benefits Committee (IRBC) of the Legislature.

Agency Contact: _____ Agency Phone: _____

Agency Name: _____

Critical Need Position Title: _____

Effective Date of Critical Need Designation: _____

In an open meeting the designating authority shall make findings based upon the below criteria that supports the designation using this form provided by PERS. Before making a designation, the designating authority shall consider all efforts made by the public employer to fill the position through other means. The written findings to be made by the designating authority must include:

History of the rate of turnover for the position: _____

Number of openings for the position and the number of qualified candidates for those openings after all other efforts of recruitment have been exhausted: _____

Length of time the position has been vacant: _____

Difficulty in filling the position due to special circumstances, including special education or experience required for the position: _____

History and success of the efforts to recruit for the position, including advertising, out-of-state recruitment and all other efforts made (include copies of advertising or electronic recruitment notices, specifying targeted geographic areas): _____

Mobile Hospital Air Conditioner

Humboldt General Hospital
Board of Trustees Meeting
28 May 2019
Agenda item: F3

Executive Summary – Mobile Hospital Air Conditioner

Request

To expend \$23,306.50 from FY2020 capital budget funds to purchase new air conditioner for mobile hospital.

Rationale

Cools (and heats) portable hospital tents for special events and disaster operations.

Replaces old unit which no longer keeps up with demand, especially at Burning Man.

Funds planned for expenditure in FY20 capital budget.

Recommendation

Approve purchase.

Point of Contact: Sean Burke, EMS Chief

Your Global Industrial Quotation # 5071523

crouchion@globalindustrial.com

Thu 5/9/2019 12:43 PM

To:Tom Stephen <stephent@hghospital.org>;

Company Logo

2505 MILL CENTER PARKWAY SUITE 100

BUFORD, GA 30518

Sales Quote

| | | |
|--|-------------------------|--|
| Account #:3267567 | Quote #:5071523 | Quote Issued:05/08/2019 |
| HUMBOLDT GENERAL HOSPITAL | stephent@hghospital.org | *Pricing valid for 14 days from quote issue date |
| TOM STEPHEN | Phone: (775) 621-8174 | |
| 118 EAST HASKELL ST | Fax: | |
| WINNEMUCCA, Nevada 89445 | | |
| CLICK HERE TO LOGIN AND PLACE THIS ORDER ONLINE. | | |

| Part# | Description | Shipping | Quantity | Price | Extended |
|--|--|--------------------|----------|-------------|---------------------|
| B2257855 | Kwikool 12 Ton Indoor/Outdoor Portable AC w/ Heat KPO12-23H, 135K BTU Cool, 83K BTU Heat, 230V * Please Note: This Item Is Not Returnable. | TRUCK | 1 | \$22,176.70 | \$22,176.70 |
| B664327 | KwiKool 25' L Flexible Duct KK-Duct12Y-25 | TRUCK | 4 | \$241.68 | \$966.72 |
| | | Item Total: | | \$23,143.42 | |
| | | Estimated Freight: | | \$78.13 | |
| PLEASE BE SURE TO REVIEW OUR TERMS AND CONDITIONS | | | | | *Total: \$23,221.55 |
| Notes free dock to dock | Thank you for the opportunity to help with your needs. To place your order or for further assistance please contact me. Name: CYNTHIA ROUCHION Email: crouchion@globalindustrial.com Phone: (678) 969-6742 x123647 Fax: (678) 969-6955 | | | | |

*Applicable taxes and shipping charges will be added to invoice.

11 Harbor Park Drive, Port Washington, N.Y. 11050
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Remodel Project Value Engineering

F4