

3260 Hospital Drive, Juneau, Alaska 99801 907.796.8900 [www.bartletthospital.org](http://www.bartletthospital.org)

**Finance Committee Meeting Minutes**

**Zoom Meeting – May 14, 2021**

**Called to order at 12:01 p.m. by Deb Johnston.**

**Finance Committee\* & Board Members present:** Deb Johnston\*,Lance Stevens\*, Brenda Knapp\*, Rosemary Hagevig, Hal Geiger, and Iola Young.

**Staff & Others:** Rose Lawhorne, CEO, Kevin Benson, CFO, Billy Gardner, COO, Dallas Hargrave, HR Director, Kim McDowell, CNO, Blessy Robert, Director of Accounting, Seanna O’Sullivan, Megan Rinkenberger, and Bridget Dowd, KTOO.

**Public Comment:** None

***Ms. Knapp made a MOTION to approve the minutes from the April 9, 2021 Finance Committee Meeting. Mr. Stevens seconded, and they were approved.***

**March 2021 Financial Review – Kevin Benson, CFO**

 Previous trends continued. Patient days were short by 11%. MHU patient days were down. Longer lengths of stay. Inpatient revenue down. RRC at 66% capacity, but withdrawal management is now in operation. Outpatient activity is strong, due to many observation patients and outpatient surgeries. Molecular lab is now showing revenue. Inpatient revenue down 31%, but outpatient was strong at $1.5M over budget. Favorable distribution of revenue by payer (Aetna and Blue Cross) drove down discounts. Grant revenue was recorded for the quarter ending in March. Ended the month $830K over budget. Expenses over budget by $327K. Covid-19 expenses seem to have mostly normalized. Total operating income of $372K. Overtime was under budget this month by $10K. Contract labor was also under budget, but this is expected to increase as there has been some staff turnover requiring contract labor hires.

**Provider Based Billing – Kevin Benson, CFO**

 Looking forward to the next year for revenue enhancements to increase sustainability. Potentially convert clinic to provider based billing as an outpatient department of the hospital. Bill out for provider fees and facility fees. Would increase reimbursement by about 15%. This would not require a change to the day to day clinic operations. Program was looked at previously and declined. Will look at it again, with retained expertise, to see if now is a better time. Analysis and implementation would potentially be completed by the end of the calendar year.

**Union Contract Settlement – Kevin Benson, CFO**

 Previously discussed in the Committee of the Whole Meeting, where it was reviewed and approved. Pay increase of 2% is effective June 27th, and bonuses will be paid on the first payday in July (which will have accrued in June). $570K salary cost will hit in June. Bonuses are outlined as $1000 for full time, or $500 for part time.

**FEMA Application/Telehealth Grant Application – Kevin Benson, CFO**

 FEMA application is being submitted for reimbursement of the capital expense of the Molecular Lab ($700K-800K). Telehealth grant application for around $800K will be submitted soon for further expansion of telehealth capacities. Thank you, Seanna!

**Next Meeting:** ***Friday, June 11, 2021 at 12:00pm*** via Zoom.

**Board Comments:** None

**Adjourned – 12:52 p.m.**