

**EASTERN PLUMAS HEALTH CARE DISTRICT
MEETING OF THE STANDING FINANCE COMMITTEE
OF THE BOARD OF DIRECTORS
MINUTES**

**Thursday, January 23, 2020 at 8:30 a.m.
EPHC – Administrative Conference Room
500 1st Avenue, Portola, CA**

1. Call to Order

Meeting was called to order at 8:34 a.m.

2. Roll Call

Present: Paul Swanson, M.D.

Staff in attendance: Katherine Pairish, CFO; Jayne O’Flanagan, Acting CEO; Ashlie Preston, Executive Assistant

Absent: Harvey West

3. Approval of Agenda

The agenda was approved as submitted.

4. Approval of Minutes

The minutes were approved as submitted.

5. Board Comments

No comment was received.

6. Public Comments

No comment was received.

7. CFO Report

Report of November Financials

Summary: For the month of November 2019 EPHC posted gross revenue of \$2,942,117. This was under budget by \$227,844. We posted a net profit for the month in the amount of \$127,644 and budgeted for a net profit of \$301,626.

Revenues: Total Inpatient revenue was under budget by \$21,961. Skilled Nursing revenue was under budget by \$17,353. Outpatient revenue was under budget by \$152,663 and Clinic revenue was under budget by \$53,220.

Expenses: Total operating expenses for the month were over budget by \$172,980.

Salaries and Benefits: Salaries and Benefits were over budget by \$161,795. This was mainly due to unbudgeted severance payments. Purchased services and professional fees were under budget by \$22,098.

Repairs & Maintenance: Repairs & Maintenance were over budget by \$15,657.

Supplies: Supplies were over budget by \$36,091.

Depreciation Expense: Depreciation Expense was under budget by \$28,693. This is mainly due to timing of purchases.

Other Expenses: Other expenses were under budget by \$7,050. These include training, travel, and dues and subscriptions.

Revenue Cycle: Gross Accounts Receivable ended the month at \$5.3M. Gross Accounts Receivable days at November 30, 2019 were 45. We budgeted 53 and best practice is 55.

Balance Sheet: Total Assets at November 30, 2019 were \$19,996,263. At the end of November 30, 2018 they were \$16,283,694-An increase of \$3,712,569 or 22.80%.

Additional Information: Days cash on hand at November 30, 2019 was 78. November 30, 2018 days cash on hand was 41. We are continuing to be as conservative as possible with cash in order to maintain the required balance to fund upcoming IGT's (Intergovernmental Transfers).

Report of December Financials

Summary: We are half way through our fiscal year. For the six months ended December 31, 2019 we posted \$20,986,449 in gross revenue. This was over our budgeted amount of \$19,474,994 by \$1,511,455. Net patient revenue after contractual adjustments and allowances was \$12,830,756. This was over our budgeted amount of \$11,628,293 by \$1,202,463. Year-to-date net loss was \$985,579 and our budgeted net loss was \$1,463,063.

Revenues: Year-to-date total Inpatient revenue was over budget by \$605,249. Outpatient revenue was over budget by \$904,541 and Clinic revenue was over budget by \$1,665.

Expenses: Total operating expenses for the six months were over budget by \$620,411.

Salaries and Benefits: Salaries and Benefits were under budget by \$45,623. Purchased services and professional fees were over budget by \$323,725. This was due mainly to un-budgeted legal and recruiting fees.

Repairs & Maintenance: Repairs & Maintenance were over budget by \$99,075.

Supplies: Supplies were over budget by \$271,183.

Depreciation Expense: Depreciation Expense was under budget by \$130,891. This is mainly due to timing of purchases.

Other Expenses: Other expenses were over budget by \$60,177. These include training, travel, and dues and subscriptions.

Revenue Cycle: Gross Accounts Receivable ended the month at \$5.2M. Gross Accounts Receivable days at December 31, 2019 were 45. We budgeted 53 and best practice is 55.

Balance Sheet: Total Assets at December 31, 2019 were \$19,941,761. At the end of December 31, 2018 they were \$16,747,305 -An increase of \$3,194,456 or 19.07%.

Additional Information: Days cash on hand at December 31, 2019 was 78. December 31, 2018 days cash on hand was 50. Our new ambulance was delivered in December and we received our \$145,000 grant on January 6, 2020. We funded the HQAF IGT in the amount of \$697,548 on January 2, 2020. We expect to receive the funds back mid-March, 2020. We are continuing to be as conservative as possible with cash in order to maintain the required balance to fund upcoming IGT's (Intergovernmental Transfers).

8. Adjournment

Meeting adjourned at 9:20 am.