

**BEAR VALLEY COMMUNITY HEALTHCARE DISTRICT
BOARD OF DIRECTORS
FINANCE COMMITTEE MEETING MINUTES
41870 Garstin Drive, Big Bear Lake, Ca. 92315
August 07, 2017**

MEMBERS Barbara Willey, Treasurer
PRESENT: Rob Robbins, 1st Vice President
John Friel, CEO

Garth Hamblin, CFO
Shelly Egerer, Admin. Asst.

STAFF: Mary Norman, Risk/ Compliance
Kerri Jex, CNO

**COMMUNITY
MEMBERS:** None

ABSENT: None

OPEN SESSION

1. CALL TO ORDER:

Board Member Willey called the meeting to order at 1:00 p.m.

2. ROLL CALL:

Barbara Willey and Rob Robbins were present. Also, present were John Friel, CEO, Garth Hamblin, CFO and Shelly Egerer, Administrative Assistant.

3. ADOPTION OF AGENDA:

Board Member Robbins motioned to adopt the August 07, 2017 agenda as presented. Second by Board Member Willey to adopt the August 07, 2017 agenda as presented. Board Member Willey called for a vote. A vote in favor of the motion was unanimously approved.

- Board Member Willey- yes
- Board Member Robbins- yes

CLOSED SESSION

4. PUBLIC FORM FOR CLOSED SESSION:

Board Member Willey opened the Hearing Section for Public Comment on Closed Session items at 1:00 p.m. Hearing no request to address the Finance Committee, Board Member Willey closed the Hearing Section at 1:00 p.m.

5. ADJOURN TO CLOSED SESSION:

Board Member Robbins motioned to adjourn to Closed Session. Second by Board Member Willey to adjourn to Closed Session. Board Member Willey called for a vote. A vote in favor of the motion was unanimously approved.

- Board Member Willey- yes
- Board Member Robbins- yes

OPEN SESSION

1. CALL TO ORDER:

Board Member Willey called the meeting to order at 1:34 p.m.

2. RESULTS OF CLOSED SESSION:

Board Member Willey reported no action was taken in Closed Session.

3. PUBLIC FORUM FOR OPEN SESSION

Board Member Willey opened the Hearing Section for Public Comment on Open Session items at 1:35 p.m. Hearing no request to address the Finance Committee, Board Member Willey closed the Hearing Section at 1:35 p.m.

4. DIRECTORS COMMENTS:

- None

5. APPROVAL OF MINUTES:

A. July 06, 2017

Board Member Robbins motioned to approve the July 06, 2017 minutes as presented. Second by Board Member Willey to approve the July 06, 2017 minutes as presented. Board Member Willey called for a vote. A vote in favor of the motion was unanimously approved.

- Board Member Willey- yes
- Board Member Robbins- yes

6. OLD BUSINESS:

- None

7. NEW BUSINESS*

A. Discussion, Presentation and Potential Recommendation to the Board of Directors of the Following Contract:

- (1) Marsh & McLennan Agency Employee Benefits Consulting Agreement
- (2) JWT & Associates Service Agreement for Fiscal Year 2017

Board Member Willey motioned to recommend to the Board of Directors the Marsh & McLennan Agency Employee Benefits Consulting Agreement and JWT & Associates Service Agreement. Second by Board Member Robbins to recommend to the Board of Directors the Marsh & McLennan Agency Employee Benefits Consulting Agreement and JWT & Associates Service Agreement. Board Member Willey called for a vote. A vote in favor of the motion was unanimously approved.

- Board Member Willey- yes
- Board Member Robbins- yes

B. Discussion and Potential Approval of Moving the September 4th, 2017 Finance Committee to September 6, 2017 due to the Labor Day Holiday:

- Board Member Willey stated that she asked this item be on the agenda due to the regular Finance Committee being on Labor Day and needed to be rescheduled.

Board Member Willey motioned to approve moving the September 4 to September 6, 2017. Second by Board Member Robbins to approve moving the September 4 to September 6, 2017. Board Member Willey called for a vote. A vote in favor of the motion was unanimously approved.

- Board Member Willey- yes
- Board Member Robbins- yes

8. Presentation and Review of Financial Statements:

A. June 2017 Finances:

- Mr. Hamblin reported the following:
 - Ended year with 230 days cash on hand.
 - Surplus of \$3.6 million.
 - Provided statistics on departments.
 - Mammo declined due to project.
 - Expenses under budget.
 - AR days are at 72 days.
 - Would like to get AR days to 65 days or less.
- The Finance Committee wanted to thank staff for their hard work on keeping expenses down and that the finances look so much better than a couple years ago.

B. CFO Report:

- Mr. Hamblin reported the following information:
 - No change in the ACA (Obama Care) at this time. ACA has some challenges
 - At this time we have not seen reductions in AR days that we want-65 days or less.
 - Weekly meetings continue with TruBridge.
 - Unchecked days are being met.
 - Un-coded days have average 0.9 for the past 16 weeks.
 - Petty Cash Policy was not completed for this meeting, continuing to work on some forms and is hopeful that this policy will be brought to the September Finance Committee.

C. Physician Payment Reconciliation Fiscal Year 2017:

- Mr. Hamblin reported the following information:
 - QHR has an operating practice and the Physician Payment Reconciliation is to be provided to the CEO & the Board for approval.
 - Physician agreement is reviewed and accounts payable is paying according to the contract.

Board Member Robbins motioned to approve and recommend to the full Board the June 2017 Finance Report, the CFO Report and the Physician Payment Reconciliation Report as presented. Second by Board Member Willey to approve and recommend to the full Board the June 2017 Finance Report, the CFO Report and the Physician Payment Reconciliation Report as presented. Board Member Willey called for a vote. A vote in favor of the motion was unanimously approved.

- Board Member Willey- yes
- Board Member Robbins- yes

9. ADJOURNMENT*

Board Member Robbins called for a motion to adjourn the meeting. Second by Board Member Willey to adjourn the meeting. Board Member Willey adjourned the meeting 2:00 p.m.

- Board Member Willey- yes
- Board Member Robbins- yes