

**BEAR VALLEY COMMUNITY HEALTHCARE DISTRICT
BOARD OF DIRECTORS
SPECIAL FINANCE COMMITTEE MEETING MINUTES
41870 Garstin Drive, Big Bear Lake, Ca. 92315
May 30, 2017**

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

Garth Hamblin, CFO
Shelly Egerer, Admin. Asst.

STAFF: Kerri Jex
Mary Norman

**COMMUNITY
MEMBERS:** None

ABSENT: None

OPEN SESSION

1. CALL TO ORDER:

Board Member Willey called the meeting to order at 10:00 a.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 May 30, 2017 agenda as presented. Second by Board Member Willey to adopt the May 30, 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

4. PUBLIC FORUM FOR OPEN SESSION

Board Member Willey opened the Hearing Section for Public Comment on Open Session items at 10:00 a.m. Hearing no request to address the Finance Committee, Board Member Willey closed the Hearing Section at 10:00 a.m.

5. DIRECTORS COMMENTS:

- None

6. APPROVAL OF MINUTES:

- None

7. OLD BUSINESS:

- None

8. NEW BUSINESS*

A. Presentation and Discussion of the Fiscal Year 2017/2018 Budget Development:

- Mr. Hamblin reported that part of the process of creating the budget was meeting with managers, using historical data and trends.
 - Specific need:
 - Last year's budget was negative margin.
 - Current year will have a positive margin.
 - Historical information was hard to obtain at the FHC, RHC and Dental Services.
 - SNF budget is 17 to 18 due to how rooms are assigned for the residents. Even though the census has been 21 the current year.
 - PT has increase in visits; we have seen significant growth.
 - Swing days are budgeted at 525.
 - Small growth in FHC and increase in Dental Services.
 - 6% price increase added.
 - Bad debit budget has increased; budgeting \$1.9 million for 17/18.
 - Healthcare Reform is unknown at this time and not sure of impact if it changes.
 - Charity Care Program is continuing.
 - Salary increase is due to 3% increase and adding additional staff.
 - Rental line item will decrease once the new CT Machine is installed.
 - Employee benefits are continuing to be worked on; current contracts will be looked at so employees may go to the clinic.
 - Dues & Subscriptions are for AHA, ACHD, and other associations.
 - Summary of FTE are provided; increase for 6 FTE's.
 - FTE data clinical analysis and data collection is added.
 - Moving several employees around to various departments.
 - Over 200 employees District wide.
 - Surgical staff increase will be able to cover the OR at least once a week.
 - Physician fees increase for PRIME Project. Added PRIME funding and required to fully account for expense.
 - HR Department is requesting additional clerical support so that the HR Manager can focus on management duties.

Board Member Willey reported no action required

B. Presentation and Discussion on the Fiscal Year 2017/2018 Capital Budget Development:

- Mr. Hamblin reported the following information:
 - ER Capital Budget is minimal cost due to the possibility of new facility or upgrade for the 2030 requirements.
 - ER needs to be a main focus and will need to remember that the facility is old and requires some work.
 - Medical Screens are still being looked into.

Board Member Willey reported no action required

9. ADJOURNMENT*

Board Member Robbins motioned to adjourn the meeting at 10:50 a.m. Second by Board Member Willey to adjourn the meeting. 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