


**EASTERN PLUMAS HEALTH CARE DISTRICT
SPECIAL MEETING OF THE STANDING FINANCE COMMITTEE
OF THE BOARD OF DIRECTORS
Tuesday, March 25, 2014
9:00 A.M.
EPHC's Administrative Conference Room**

Minutes

1. **Call to Order:** The meeting was called to order at 9:15am by Janie McBride
2. **Roll Call:**
Present: Janie McBride. Staff: Tom Hayes, Jeri Nelson, and Tiffany Williams.
Absent: Jay Skutt
3. **Approval of Agenda:** The agenda was approved with the following change: CFO report should read February 2014 Financials.
4. **Board Comments:** None.
5. **Public Comments:** None.
6. **CFO Report**
 - **February 2014 Financials:** Patient revenue is up and operating expenses have come down down. Inpatient is up and over budget for the month. Transfers are high but have been reviewed and were deemed appropriate. Salaries continue to be over budget due to cross training employees in the Emergency Department.

There was discussion regarding over time which continues to be high in both Skilled Nursing Facilities. Managers need to review the monthly financials, specifically any variances found.
 - **Budget Process:** Will discuss at the next Financial Committee meeting when both Board members are present.
 - **Other:** Ms. Nelson provided a hand out regarding the revenue cycle.
 - Top diagnosis codes from ICD-9. We have six months before we are required to roll out he new ICD-10
 - Average Days to code is high right now at an average of 7.12 days and would like to see it cut in half.
 - Accounts Receivable at the end of February is currently at 65 days which is high. There is a shift in the reimbursement process. There are additional “pots” of money that billers can not access, IGT, RAP claims etc...The billers are focusing on getting the AR days down.

Adjournment: Ms. McBride adjourned the meeting at 10:05 am.



Approved by

4.24.14

Date