



**EASTERN PLUMAS HEALTH CARE DISTRICT
MEETING OF THE STANDING FINANCE COMMITTEE
AGENDA**

Thursday, August 22, 2024 at 4:00 p.m.

The August 22, 2024 Finance Committee meeting will be held in both a virtual and an in-person setting for the general public. The Board meeting location at the Portola Medical Clinic Conference Room will be accessible to the public. The meeting is also accessible to the public via Zoom (See the connection information below). Public comment will be accepted on any item on the agenda as called for by the Board chair until the close of public comment for each item.

Any person with a disability may submit a request for reasonable modification or accommodation to the above-described means for accessing and offering comment at the meeting to Barbara Sokolov barbara.sokolov@ephc.org who will swiftly resolve such request.

The Finance Committee meeting is accessible via Zoom:

Meeting ID: 845 5401 3387 **Passcode:** 924105 **Dial In:** +1 669 900 6833 US (San Jose)
<https://us06web.zoom.us/j/84554013387?pwd=bO2pLGO2B3WSMCbbNlnGVT4K938rEa.1>

	<u>Presenter(s)</u>	<u>I/D/A</u>	<u>Page(s)</u>
1. <u>Call to Order</u>	Dr. Paul Swanson	A	
2. <u>Roll Call</u>	Dr. Paul Swanson	I	
3. <u>Consent Calendar</u>	Dr. Paul Swanson	A	
• Agenda			1
• Meeting Minutes of the 6.27.24 Finance Committee			2-3
• Meeting Minutes of the 7.25.24 Finance Committee			4
4. <u>Board Comments</u>	Board Members	I	
5. <u>Public Comment</u>	Members of the Public	I	
6. <u>CFO Report</u>	Katherine Pairish	I/D	5-9
• Approve 24-25 Annual Budget			
• Report of July Financials			
7. <u>Adjournment</u>	Dr. Paul Swanson	A	

The next regularly scheduled meeting of the Standing Finance Committee is September 26, 2024 at the Portola Medical Clinic Conference Room, 480 1st Avenue, Portola CA 96122.

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

MINUTES

Thursday, June 27, 2024 at 4:00 p.m.

1. Call to Order

Meeting was called to order at 4:00 p.m.

2. Roll Call

Present: Paul Swanson, M.D., Committee Chair/Board Member, Linda Satchwell, Committee Member/Board Member

Staff in attendance: Doug McCoy, CEO; Katherine Pairish, CFO; Barbara Sokolov, Executive Assistant/Clerk of the Board; Heather Willis, Credentialing Coordinator

3. Consent Calendar

The consent calendar items were approved as submitted.

Motion: Director Satchwell, seconded by Director Swanson.

4. Board Comments

None.

5. Public Comments

None.

6. CFO Report

Katherine Pairish, CFO

Summary

This report will cover the eleven months ended May 31, 2024, compared to the eleven months ended May 31, 2023.

Net Patient Revenues were higher than last year by \$2,882,280. Total Operating Revenue was higher than last year by \$5,394,023. This is due to the receipt of IGT's in the amount of \$11,554,741 that were higher than last year by \$4,941,978. Total Operating Expenses were higher than last year by \$1,179,619. Our bottom line improved over last year by \$2,219,386. Last year included \$2,665,773 in recognition of final Cares Act monies.

Revenues (Year-to-Date Current Year Compared to Year-to-Date Prior Year)

Total Inpatient Revenues were higher by \$939,808, with Skilled Nursing Revenues posting higher by \$1,037,886. Pro Fees were lower by \$488,849. Total Outpatient Revenues were higher by \$2,327,922 and Clinic Revenues were higher by \$103,399.

Expenses (Year-to-Date Current Year Compared to Year-to-Date Prior Year)

Salaries and Benefits: Combined Salaries and Benefits were higher by \$507,513.

Purchased Services: Purchased Services were lower by \$343,840.

Professional Fees: Professional Fees were higher by \$273,319.

Repairs & Maintenance: Repairs & Maintenance were higher by \$109,949.

Utilities: Utilities were higher by \$259,579.

Supplies: Supplies were higher by \$48,397.

Depreciation Expense: Depreciation Expense was higher by \$121,199.

Other Expenses: Other Expenses were higher by \$174,064. These include training, travel, and dues and subscriptions.

Meeting of the Standing Finance Committee of Eastern Plumas Health Care
June 27, 2024 MINUTES - Continued

Revenue Cycle

Gross Accounts Receivable as of May 31, 2024 was \$11 million. This is a 16.78% decrease from last year.

Balance Sheet

Total Cash increased 19.42%. Net AR decreased 27.66% and Net Fixed Assets increased 4.33%. Total Liabilities decreased 33.22%. Our Fund Balance increased by \$4,399,438 or 15.51%.

Additional Information

Days cash on hand on May 31, 2024, was 186. May 31, 2023, days cash on hand was 159. We have spent \$2,033,946 on capital equipment so far this year.

We plan to present the budget for the 2024/2025 fiscal year at the July Board meeting.

7. **Adjournment**

Meeting adjourned at 5:04 p.m.

**EASTERN PLUMAS HEALTH CARE DISTRICT
MEETING OF THE STANDING FINANCE COMMITTEE
OF THE BOARD OF DIRECTORS
MINUTES
Thursday, July 25, 2024 at 4:00 p.m.**

1. Meeting Canceled

The meeting was canceled due to the Mill and Smith fires.

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**EASTERN PLUMAS HEALTH CARE
OPERATING BUDGET
JULY 1, 2024 TO JUNE 30, 2025**

	FYE JUNE 30, 2025 BUDGET			PERCENTAGE OF TOTAL REVENUE
	REVENUE DEPARTMENTS	OVERHEAD DEPARTMENTS	TOTAL	
PATIENT REVENUE	\$55,321,545	\$53,050	\$55,374,595	
OTHER OPERATING REVENUE	\$230,000	\$0	\$230,000	
GOVERNMENT CONTRACTUALS	(\$14,308,795)		(\$14,308,795)	-26%
ALL OTHER CONTRACTUALS	(\$5,471,010)		(\$5,471,010)	-10%
BAD DEBT & ADMINISTRATIVE ADJUSTMENTS	(\$1,262,541)		(\$1,262,541)	-2%
INTER GOVERNMENTAL TRANSFERS	\$7,523,691		\$7,523,691	14%
NET REVENUE	\$42,032,890	\$53,050	\$42,085,940	76%
SALARIES	\$13,759,520	\$4,978,133	\$18,737,653	34%
BENEFITS	\$3,407,141	\$1,773,333	\$5,180,474	9%
SUPPLIES	\$1,874,651	\$924,022	\$2,798,673	5%
PROFESSIONAL FEES	\$3,696,313	\$41,881	\$3,738,194	7%
REPAIRS & MAINTENANCE	\$311,492	\$323,778	\$635,270	1%
PURCHASED SERVICES	\$2,449,472	\$3,536,954	\$5,986,426	11%
UTILITIES & TELEPHONE	\$144,478	\$1,226,416	\$1,370,894	2%
INSURANCE	\$34,700	\$430,253	\$464,953	1%
RENT & LEASE	\$41,964	\$74,648	\$116,612	0%
INTEREST		\$191,181	\$191,181	0%
DEPRECIATION & AMORTIZATION	\$662,837	\$601,011	\$1,263,848	2%
OTHER EXPENSES	\$353,033	\$572,106	\$925,139	2%
TOTAL DIRECT EXPENSES	\$26,735,601	\$14,673,716	\$41,409,317	75%
OPERATING INCOME	\$15,297,289	(\$14,620,666)	\$676,623	1%
PROPERTY TAX			\$650,400	1%
CONTRIBUTIONS			\$610,545	1%
RENTS			\$64,161	0%
NONOPERATING INCOME			\$437,958	1%
TOTAL NONOPERATING INCOME			\$1,763,064	
NET INCOME			\$2,439,687	4%
IGT'S FUNDED			\$ (2,301,075)	
NET INCREASE (DECREASE) TO FUND BALANCE			\$138,612	

**EASTERN PLUMAS HEALTH CARE
CAPITAL BUDGET
JULY 1, 2024 TO JUNE 30, 2025**

DEPARTMENT	ITEM	COST	FUNDING SOURCE
SNF - LOYALTON	FLOORING	\$ 262,000	OPERATING CAPITAL
SNF - LOYALTON	JACUZZI TUB REPLACEMENT	\$ 12,000	OPERATING CAPITAL
RADIOLOGY	PHILIPS XRAY ROOM	\$ 567,000	OPERATING CAPITAL
SNF - PORTOLA	SARA SIT TO STAND	\$ 8,500	OPERATING CAPITAL
	TOTAL	\$ 849,500	

Eastern Plumas Health Care
Financial Statements – Board Report
July 2024

Summary

The 2024/2025 fiscal year is off to a good start. For July 2024, the first month of the new year, we posted Gross Patient Revenues of \$4,207,640. Last July, we posted \$3,827,913. This is a 10% increase.

Total Operating Revenue was higher than last July by \$385,851. Total Operating Expenses were higher than last July by \$239,957. While we posted a loss in the amount of \$561,768, our bottom line improved over last July by \$201,499.

Revenues (July 2024 Compared to July 2023)

Total Inpatient Revenues were lower by \$16,475, with Skilled Nursing Revenues posting higher by \$32,957. Pro Fees were higher by \$52,386. Total Outpatient Revenues were higher by \$258,096 and Clinic Revenues were higher by \$52,770.

Expenses (July 2024 Compared to July 2023)

Salaries and Benefits: Combined Salaries and Benefits were higher by \$108,215.

Purchased Services: Purchased Services were higher by \$68,246. Normally, when wages are higher, purchased services are lower. We will work with department managers to determine why this wasn't the case for July.

Professional Fees: Professional Fees were higher by \$36,385.

Repairs & Maintenance: Repairs & Maintenance were higher by \$33,882.

Utilities: Utilities were higher by \$15,142.

Supplies: Supplies were lower by \$26,123.

Depreciation Expense: Depreciation Expense was higher by \$7,007.

Other Expenses: Other Expenses were lower by \$7,168. These include training, travel, and dues and subscriptions.

Revenue Cycle

Gross Accounts Receivable as of July 31, 2024 was \$10.5 million. This is a 23.70% decrease from July 2023. AR Days as of July 31, 2024 was 78.

Balance Sheet

Total Cash increased 20.12%. Net AR decreased 31.17% and Net Fixed Assets decreased 1.32%. Total Liabilities decreased 8.05%.

Additional Information

Days cash on hand on July 31, 2024, was 179. July 31, 2023, days cash on hand was 160. The auditor will be onsite the week of September 16th to conduct our annual audit.

Eastern Plumas Health Care
Income Statement
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Year-to-Date Comparative

		% Net Pt						
			Revenue	Year- to-Date 7/31/24	Year- to-Date 7/31/23	\$ Variance		
1	REVENUE							
2	Inpatient Revenue		\$	127,899	\$	153,381	\$	(25,482)
3	Inpatient Revenue - Swing Bed		\$	123,000	\$	114,000	\$	9,000
4	Inpatient Revenue - SNF		\$	893,102	\$	860,145	\$	32,957
	Inpatient Revenue		\$	1,144,001	\$	1,127,526	\$	16,475
5	All Pro Fees		\$	330,816	\$	278,430	\$	52,386
7	Outpatient Revenue		\$	2,260,804	\$	2,002,708	\$	258,096
8	Clinics		\$	472,019	\$	419,249	\$	52,770
9	Total Patient Revenue		\$	4,207,640	\$	3,827,913	\$	379,727
11	Contractual Allowances		\$	(1,452,512)	\$	(1,407,078)	\$	(45,434)
12	Charity Discounts		\$	(17,378)	\$	(8,338)	\$	(9,040)
13	Other Allowances		\$	(10,371)	\$	(27,038)	\$	16,667
14	Bad Debt		\$	(19,450)	\$	(54,438)	\$	34,988
15	Total Deductions		\$	(1,499,711)	\$	(1,496,892)	\$	(2,819)
16	Net Patient Revenue		\$	2,707,929	\$	2,331,021	\$	376,908
17	% of Gross Revenue			64.36%		60.90%		3.46%
18	Meaningful Use Revenue		\$	-	\$	-	\$	-
19	Quality Payments		\$	-	\$	-	\$	-
20	IGT Payments		\$	-	\$	-	\$	-
21	Other Operating Revenue		\$	11,492	\$	2,549	\$	8,943
22	Total Operating Revenue		\$	2,719,421	\$	2,333,570	\$	385,851
23	EXPENSES							
24	Salaries and PTO	54.8%	\$	(1,484,966)	\$	(1,431,352)	\$	(53,614)
25	Employee Benefits	19.3%	\$	(523,876)	\$	(469,275)	\$	(54,601)
26	Professional Fees - Medical	11.0%	\$	(298,909)	\$	(267,435)	\$	(31,474)
27	Professional Fees - Other	0.7%	\$	(18,233)	\$	(13,322)	\$	(4,911)
28	Supplies	6.4%	\$	(173,282)	\$	(199,405)	\$	26,123
29	Purchased Services	20.1%	\$	(544,791)	\$	(476,545)	\$	(68,246)
30	Insurance	1.7%	\$	(44,843)	\$	(44,089)	\$	(754)
31	Rental and Leases	0.4%	\$	(11,122)	\$	(7,505)	\$	(3,617)
32	Repairs and Maintenance	3.2%	\$	(86,957)	\$	(53,075)	\$	(33,882)
33	Utilities and Telephone	4.4%	\$	(119,283)	\$	(104,141)	\$	(15,142)
34	Depreciation Amortization	4.1%	\$	(111,728)	\$	(104,721)	\$	(7,007)
35	Other Expenses	2.7%	\$	(72,285)	\$	(79,453)	\$	7,168
36	Total Operating Expenses	128.9%	\$	(3,490,275)	\$	(3,250,318)	\$	(239,957)
37	Income From Operations	-28.5%	\$	(770,854)	\$	(916,748)	\$	145,894
38	Tax Revenue	-2.0%	\$	54,200	\$	54,200	\$	-
39	Non Capital Grants and Donations	0.0%	\$	-	\$	-	\$	-
40	Interest Income	-6.1%	\$	165,185	\$	113,113	\$	52,072
41	Interest Expense	0.6%	\$	(16,652)	\$	(18,196)	\$	1,544
42	Non-Operating Income (Expenses)	-0.2%	\$	6,353	\$	4,364	\$	1,989
43	Total Non-Operating Gain (Loss)	-7.7%	\$	209,086	\$	153,481	\$	55,605
44	Net Income	-20.7%	\$	(561,768)	\$	(763,267)	\$	201,499
45	Operating Margin %			-28.35%		-39.29%		10.94%
46	Net Margin %			-20.66%		-32.71%		12.05%
47	Payroll as % of Operating Expense			57.56%		58.48%		

Eastern Plumas Health Care
Comparative Balance Sheets - Board Report
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Dates as Indicated

	FYE as of 7/31/24	FYE 7/31/2023	FYE 7/31/2022	FYE 7/31/2021	FYE 7/31/24 - 7/31/23 \$ Change	FYE 7/31/24 - 7/31/23 % Change
Assets						
Current Assets						
Cash	\$ 2,400,956	\$ 778,246	\$ 339,010	\$ 1,167,294	\$ 1,622,710	208.51%
Short-term Investments (LAIF)	\$ 17,251,994	\$ 15,583,327	\$ 24,145,756	\$ 25,396,638	\$ 1,668,667	10.71%
Total Cash and Equivalents	\$ 19,652,950	\$ 16,361,573	\$ 24,484,766	\$ 26,563,932	\$ 3,291,377	20.12%
Patient Accounts Receivable	\$ 10,498,222	\$ 13,758,809	\$ 7,656,860	\$ 6,717,698	\$ (3,260,587)	-23.70%
Accounts Receivable Reserves	\$ (4,956,841)	\$ (5,707,747)	\$ (2,760,079)	\$ (2,325,837)	\$ 750,906	-13.16%
Net Accounts Receivable	\$ 5,541,381	\$ 8,051,062	\$ 4,896,781	\$ 4,391,861	\$ (2,509,681)	-31.17%
% of Gross Account Receivables	52.8%	58.5%	64.0%	65.4%		
Inventory	\$ 586,372	\$ 673,892	\$ 482,121	\$ 330,743	\$ (87,520)	-12.99%
Other Assets	\$ 201,754	\$ 503,666	\$ 973,883	\$ 111,269	\$ (301,912)	-59.94%
Total Other Assets	\$ 788,126	\$ 1,177,558	\$ 1,456,004	\$ 442,012	\$ (389,432)	-33.07%
Total Current Assets	\$ 25,982,457	\$ 25,590,193	\$ 30,837,551	\$ 31,397,805	\$ 392,264	1.53%
Fixed Assets						
Land	\$ 1,166,344	\$ 1,166,344	\$ 1,166,344	\$ 1,123,344	\$ -	0.00%
Buildings	\$ 15,728,333	\$ 15,220,840	\$ 14,931,290	\$ 14,850,753	\$ 507,494	3.33%
Capital Equipment	\$ 16,898,243	\$ 15,847,772	\$ 14,832,770	\$ 14,416,638	\$ 1,050,471	6.63%
In Progress	\$ 769,474	\$ 3,111,805	\$ 493,536	\$ 399,758	\$ (2,342,331)	-75.27%
Total Plant & Equipment	\$ 34,562,394	\$ 35,346,760	\$ 31,423,940	\$ 30,790,493	\$ (784,366)	-2.22%
Accumulated Depreciation	\$ (22,574,719)	\$ (23,198,762)	\$ (22,392,075)	\$ (21,429,734)	\$ 624,043	-2.69%
Net Fixed Assets	\$ 11,987,675	\$ 12,147,998	\$ 9,031,865	\$ 9,360,759	\$ (160,323)	-1.32%
Total Assets	\$ 37,970,132	\$ 37,738,191	\$ 39,869,417	\$ 40,758,564	\$ 231,941	0.61%
LIABILITIES AND RETAINED EARNINGS						
Current Liabilities						
Accounts Payable	\$ 1,355,830	\$ 996,148	\$ 717,869	\$ 839,330	\$ 359,682	36.11%
Accrued Payroll & Benefits	\$ 1,381,350	\$ 1,162,911	\$ 1,985,663	\$ 977,685	\$ 218,439	18.78%
Other Current Liabilities	\$ 289,643	\$ 9,134	\$ 5,373,149	\$ 12,301,268	\$ 280,509	100.00%
Total Current Liabilities	\$ 3,026,823	\$ 2,168,193	\$ 8,076,681	\$ 14,118,283	\$ 858,630	39.60%
Long-Term Liabilities						
Loans	\$ 4,129,239	\$ 4,454,437	\$ 4,771,159	\$ 5,174,087	\$ (325,198)	-7.30%
Capitalized Leases	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Total Long Term Liabilities	\$ 4,129,239	\$ 4,454,437	\$ 4,771,159	\$ 5,174,087	\$ (325,198)	-7.30%
Deferred Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL LIABILITIES	\$ 7,156,062	\$ 6,622,630	\$ 12,847,840	\$ 19,292,370	\$ 533,432	8.05%
Fund Balance	\$ 30,814,070	\$ 31,115,561	\$ 27,021,577	\$ 21,466,194	\$ (301,491)	-0.97%
TOTAL LIABILITIES AND FUND BALANCE	\$ 37,970,132	\$ 37,738,191	\$ 39,869,417	\$ 40,758,564	\$ 231,941	0.61%