

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

Tuesday, July 24, 2014

8:30 A.M.

EPHC's Administrative Conference Room

Minutes

- 1. Call to Order:** The meeting was called to order at 8:35 am by Dr. Paul Swanson
- 2. Roll Call:**
 - Present: Paul Swanson, M.D.
 - Absent: Janie McGrath
 - Staff: Tom Hayes, CEO, Jeri Nelson, CFO, and Tiffany Williams, Executive Assistant
Alanna Wilson, Administrative Assistant
 - Guest: Nic Beddoe
- 3. Approval of Agenda:** The agenda was approved as submitted.
- 4. Board Comments:** None
- 5. Public Comments:** None
- 6. CFO Report**
 - June 2014 Financials:** Ms. Nelson reported that we closed the year with a profit. She stated that she booked the MAA funds of \$184,000.00 and EHR funds of \$167,000.00. We received \$100,00.00 more in MAA money than the prior year. However, expenses are consistently up due to various factors. Mr. Hayes stated that this was due to the state surveys, which required more time from employees. Also, the implementation of JBDEV. Ms. Nelson stated that the ED as well as the clinic and outpatient had done well the month of June; however there was a decrease in inpatient and swing. A brief discussion and explanation of what a swing bed is and the financial contribution they make was given. We would like to increase the amount of patients in swing beds in the next fiscal year. A contributing factor in achieving this is getting patients back from Reno hospitals. Ms. Nelson also stated that we had a drop in admissions. There was a brief discussion of Centrique and its installation. It will allow all the clinics and hospital to be on the same data base. The conversion is expected to happen in September/October 2015.

- **Other:** Dr Swanson inquired about additional information that would show the breakdown of each department's financial contribution. Ms. Nelson proposed a spreadsheet that would show all the information and will include this sheet at the next meeting. Dr Swanson also inquired about dictation software used with the Centrique system. Ms. Nelson stated that it interfaces with Dragon. There was a brief discussion about the pros and cons of the Dragon system at which time Dr. Swanson also discussed a template system for patient records.

Adjournment: Dr. Swanson adjourned the meeting at 9:52 am



Approval

8.28.14

Date