

**BAY AREA HOSPITAL
FINANCE COMMITTEE MEETING
April 25, 2023 MINUTES
Myrtle Conference Room / Microsoft Teams**

CALL TO ORDER

Chair Taylor called the meeting to order at 5:15 pm; requests administrative assistant to take roll call. Administrative assistant did so and established there was a not quorum in attendance at this time. Ms. Taylor asked the BAH Board Chair Dr. McAndrew to appoint a temporary member. Dr. McAndrew appointed himself in lieu of Jim Hough establishing a quorum. Committee Member Linet Samson left the meeting at 6:00 pm, at which time BAH Board Chair Dr. McAndrew appointed Dr. Donna Rabin as a temporary member in lieu of Linet Samson to maintain a quorum.

FINANCE COMMITTEE MEMBER ATTENDANCE

Finance Chair Barbara Taylor; Linet Samson (Left Meeting 6:00 pm); and Troy Cribbins;

BAHD BOARD OF DIRECTORS ATTENDANCE

Dr. Tom McAndrew (appointed temp Finance member at 5:20 pm); Dr. Donna Rabin (appointed temp Finance member at 6:00 pm)

STAFF ATTENDANCE

Brian Moore, CEO; Patrick Varga, CIO; Clay England, CHRO; Mary Lou Tate, CFO; Jennifer Collins, CNO; Kelli Dion, CCO; Sherry Horne, Controller; Dr. Lee Saltzgaber, CMO; Brian Bowers, Materials Manager; Jeremy Pittz, Coordinator Emergency Preparedness; Devin Turney, Director Surgical Services; Ashley Doss, Financial Analyst; Marlene Kinsella, Accountant; and Shanna Sheaffer EA

LEGAL COUNSEL

Megan Kronsteiner, Esq.

Deschutes

Macgregor Hall; Jeff Lamb; and Libby Moore (All Deschutes representatives left at 6:05 pm)

PUBLIC ATTENDANCE

Members of the public were in attendance

APPROVAL OF FINANCE COMMITTEE MINUTES – Ms. Barbara Taylor

Mr. Troy Cribbins moved to approve the Finance Committee minutes for March 28, 2023 as presented. Dr. Tom McAndrew seconded. The motion carried on call of vote.

CHAIR REPORT – Ms. Barbara Taylor

Chair Taylor turned the meeting over to Mr. Brian Bowers for the Tag Report and Capital Purchase presentations for approval.

CAPITAL EQUIPMENT REQUEST REPORT – Mr. Jeremy Pittz & Ms. Devin Turney

Mr. Jeremy Pittz presented a purchase request for a Nurse Call System for Family Birth Center and Out Patient Infusion Units. The current nurse call system in FBC is outdated and no longer supported by the manufacturer. OPI does not currently have a permanent system in place. They are using a temporary portable system. A new system will match the rest of the hospital. SMEED communications Services is the contracted vendor for our current Rauland nurse call systems throughout the hospital. The total cost of parts and labor to update both nursing units is \$325,000

Ms. Devin Turney presented a 2 separate purchase request for Sterile Processing. This department is responsible for the processing of all instruments required to execute any surgical and procedural service offered at Bay Area Hospital. Procedural Volume per year: Main Operating Room 4000+ surgeries; Labor & Delivery 500-700 deliveries; Cath Lab 600 Cardiac Procedures; with miscellaneous in ER, Sleep Lab, Wound Care and Anesthesia. Purchase request is for 2 washers, current washers have inconsistent dependability needed to maintain current daily decontamination requirements. Both units are considered at "end of life" Purchase request presented for 2 Sterilizers. Current Sterilizers have inconsistent dependability to maintain daily requirements. Both units are considered "end of life" Supplier selection is for Steris due to industry standards, consistent quality service support, bundle discount, processing baskets for our Robotics equipment, electronic record management, short cycle option, and fits within current footprint. Steris quote: Washers - \$246,795 & Sterilizers \$363,281

Questions were asked and answered.

Dr. Tom McAndrew moved to approve the Capital Purchase Request to present to Board as presented. Mr. Troy Cribbins seconded. The motion carried on call of vote.

NEW BUSINESS – Mr. MacGregor Hall with Jeff Lamb & Libby Moore

Ms. Libby Moore presented the Retirement Plan for Employees of Bay Area Hospital Employees and Benefit Funding. Ms. Libby Moore outlined to document explaining the Pension Plan Funding. Ms. Moore provided handouts and discussed defined benefit plan funding basics, funding rules for the public sector plans, contribution history, funding policy and accounting rules for the public sector plans.

Questions were asked and answered.

Mr. Troy Cribbins moved to approve the pause of benefit funding through the end of CY 2023 and restart funding at the beginning of 2024 motion will go to Board for final approval. Dr. Tom McAndrew seconded. The motion carried on call of vote.

CAPITAL EQUIPMENT REQUEST REPORT – Mr. Brian Bowers

Mr. Brian Bowers reviewed the Capital Equipment request report as presented in the packet.

Questions were asked and answered.

FINANCIAL RECOVERY UPDATE – Ms. Mary Lou Tate

Ms. Tate reviewed the Financial Recovery and projections as presented in the packet.
Ms. Tate discussed the ongoing conversations with banks.
Ms. Tate provided a Payor discussions update.
Ms. Tate presented the cash flow projections and current trends.
Ms. Tate provided an ECG Financial Turnaround update.

Questions were asked and answered.

FINANCIAL PRESENTATION AND MONTH END RESULTS

Ms. Mary Lou Tate reviewed the Financial Presentation and Month End Results as presented in the packet.

Questions were asked and answered.

FINANCE COMMITTEE MEMBER INPUT

Next meeting will be Tuesday May 23, 2023 at 5:15 p.m. This meeting will be a combined meeting with the Finance Committee and the Bay Area Hospital Board to discuss the Budget.

ADJOURNMENT

There being no further business, the Finance Committee was adjourned at 6:15 pm

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Barbara Taylor, Finance Committee Chair

Date: May 23, 2023