

**BAY AREA HOSPITAL  
FINANCE COMMITTEE MEETING  
March 26, 2024, MINUTES  
Myrtle Conference Room / Microsoft Teams**

**CALL TO ORDER**

Chair Barbara Taylor called the meeting to order at 5:18 pm; requests administrative assistant to take roll call. Administrative assistant did so and established there was a quorum in attendance at this time.

**FINANCE COMMITTEE MEMBER ATTENDANCE**

Finance Chair Barbara Taylor; Tom McAndrew, MD; Jim Hough; Eric Farm and Linet Samson (5:35 pm)

**ABSENT** (*excused*)

Fred Messerle

**BAHD BOARD OF DIRECTORS ATTENDANCE**

Patrice Parrott

**STAFF ATTENDANCE**

Mary Lou Tate, CFO; Jenn Collins, CNO; Dr. Lee Saltzgaber, CMO; Sherry Horne, Controller; Carla Ballou, Director Revenue Cycle; Marlene Kinsella, Accountant; Kate Pina, Director Human Resources Interim; and Shanna Sheaffer, Executive Assistant

**LEGAL COUNSEL**

Megan Kronsteiner, Esq.

**GUEST SPEAKERS**

No guest speakers were in attendance

**PUBLIC ATTENDANCE**

No members of the public were in attendance

**APPROVAL OF FINANCE COMMITTEE MINUTES – Ms. Barbara Taylor, Chairperson**

Mr. Jim Hough moved to approve the Finance Committee minutes for February 27, 2024, as presented in the packet. Mr. Tom McAndrew seconded. The motion carried on call of vote.

**New Business – Ms. Mary Lou Tate, CFO; Jenn Collins, CMO; and Dr. Lee Saltzgaber, CMO**

Ms. Mary Lou Tate welcomed Gretchen Nichols, Vice President Operations Excellence, has joined our team. She will be working on administration projects and is focused on physician enterprise and getting to know our organization.

Dr. Lee Saltzgaber, CMO reported that they are working on physician interviews and focusing on critical care and anesthesiology. Anesthesiology continues to be a tough area to fill as it is unraveling hospitals nationwide and has shut down OR's due to pay conflicts. This seems to be a continuing issue that does not seem to be going away any time soon.

Ms. Jenn Collins reports that we are sending eight (8) employees and Dr. Oaxaca to California for a Vitivity ED Collaborative. This is paid for by Vitivity and by application and invite only. Vitivity will bring together 8 hospital ED Teams at the Vitivity headquarters from across the country.

**CAPITAL EQUIPMENT REQUEST REPORT – Ms. Mary Lou Tate, CFO**

Ms. Mary Lou Tate reviewed the Capital Review Minutes and Update report as presented in the packet.

Questions were asked and answered.

Ms. Mary Lou Tate presented a purchase request for a UKG Workforce Dimensions Implementation for \$514,000. The current UKG Kronos system is being sunsetted and BAH has committed to a subscription-based model for UKG Workforce Dimensions. This system is the Time and Attendance system for BAH. The implementation of this system is needing to be done externally and will be a capital expense. BAH does not have the knowledge, expertise, or staff to implement the build out of the Workforce Dimensions. We need to hire a contractor to help implement the system. We solicited the bids and narrowed down the choices. We are asking for a motion from the Finance Committee to send this to the BAH Board of Directors for final approval.

Questions were asked and answered.

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

**FINANCIAL RECOVERY UPDATE – Ms. Mary Lou Tate**

Ms. Mary Lou Tate updated the committee on the payor contract negotiations status. Currently we are completing the Aetna and Providence contracts. We will then work on the Cigna and United Health. Once those are complete, we will have completed all our main insurance contracts. Ms. Tate then reviewed the cash flow projections and current trends as presented in the packet.

Ms. Carla Ballou presented to the committee the Revenue Cycle Update as presented in the packet and shared the struggles that Revenue Cycle is currenting facing.

Questions were asked and answered.

**FINANCIAL PRESENTATION AND MONTH END RESULTS – Ms. Mary Lou Tate**

Ms. Mary Lou Tate reviewed the End of the Month Presentation and Key Performance Indicators (KPI) Review as presented in the packet.

Questions were asked and answered.

**GOOD OF THE ORDER**

Next meeting will be April 23, 2024, at 5:15 p.m. We will be sharing budget assumptions and preliminary Capital Budget for FY2025.

**ADJOURNMENT**

There being no further business, the Finance Committee was adjourned at 6:23 p.m.

////

  
Barbara Taylor, Finance Committee Chair

Date: April 23, 2024