

**NORTH CENTRAL COMMUNITY SERVICES PROGRAM
FINANCE, PERSONNEL & PROPERTY COMMITTEE
MEETING MINUTES**

November 21, 2013

11:00 a.m.

NCHC – Merrill Center

Present:

X Lee Olkowski X Robert Weaver X John Robinson
X Ron Nye

Also present: Gary Bezucha, Brenda Glodowski, Paula Hawkins

The meeting was opened at 11:06 a.m. Roll call was taken and a quorum declared.

Minutes

- **Motion** Weaver, 2nd Olkowski, to approve the minutes of the 10/31/13 meeting. Motion carried.

Financials

- October showed a gain of \$337,527. We had some revenue issues; it was the poorest revenue month this year.
- Nursing home averaged a census of 224 (222 thus far in November); target is 242. Medicare averaged 28; target is 30. Hospital is averaging 14; target is 10.
- Outpatient is below targets, which is normal for this time of year. We will likely see that continue over the holidays and into the first of the year.
- Expenses are staying down. We continue to see health insurance down, however November is up and we anticipate December being up.
- We have a gain of \$2.291 million through October, so are just under \$2.5 million ahead of targets.
- We added half million to investments this year.
- Starting with the new fiscal year we will show days cash on hand including all cash and investments.
- Receivables continue to go down. Security Health Plan is still a problem.
- **Motion** Olkowski, 2nd Weaver, to approve the financial report. Motion carried.
- Write-offs may spike in order to do extensive clean-up by year end.

CFO Report

- Next month we will bring forward a recommendation for the employee incentive program. It will be less than last year; the organizational gain is less than last year.
- Incentive discounts for self pays helped us. We had many people who took advantage of it. It made an impact on aging. It also cleaned up things in an accounting aspect. We are trying to do clean-up prior to going live on the new system January 6th.

- We are required to maintain balances for Inpatient for 10 years, even if they are sent to collections. Our accounting firm has recommended we do this. A collection policy will be brought to the December meeting.
- We have a state sliding fee schedule policy, but it needs revisions to tighten it up.

Future Meeting Agenda Items

- Collection policy (next meeting)
- Employee Incentive program recommendation (next meeting)
- Revenue growth
- Impact of psychiatry by expanding by more than one
- Impact of rehab efforts to reduce workers comp
- Increased psychiatry services - unbudgeted costs

Motion Olkowski, 2nd Robinson, to adjourn at 11:40 a.m. Motion carried.

Pdh