

SOUTH GILLIAM COUNTY HEALTH DISTRICT MEETING AGENDA

DATE: Monday, July 18, 2022

TIME: 6:00 p.m.

PLACE: South Gilliam Health Center

BOARD: Cindy Hinton, Chairman; Paul Bates, Vice Chairman; Ashleigh McIntosh, Director; Lisa Helms, Director; Tory Flory, Director

REGULAR MEETING

- **Call Meeting to Order**
- **Public Comments**
- **Financial Reports: June 2022**
 - **SGCHD**
 - **SGCAS**
- **Approval of Bills**
- **Approval of Minutes**
- **Ambulance Service Report**
- **New Business**
 - **Physical Therapy Program Evaluation**
- **Unfinished Business**
- **Public Health Report**
- **Clinic Report**
- **Director Comments**
- **Adjournment**

Next Regular Meeting: Monday, August 15, 2022 – 6:00 p.m.

Appointments and discussion items may require action. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by contacting Hollie Winslow at 541-384-2061. If necessary, Executive Session may be held in accordance with ORS 192.660(2) (). As this is a regular meeting of the South Gilliam County Health District, other matters may be addressed.

SOUTH GILLIAM COUNTY HEALTH DISTRICT MINUTES

DATE: Monday, June 20, 2022
TIME: 6:00 P.M.
PLACE: South Gilliam Health Center, Condon
PRESENT: Cindy Hinton, Chairman; Paul Bates, Director; Ashleigh McIntosh, Director; Lisa Helms, Director; Hollie Winslow, Administrative Assistant.

A quorum of board members was established.

2022-23 BUDGET HEARING

Cindy Hinton called the budget hearing meeting to order at 6:00 p.m. There was no public comment. The budget hearing closed at 6:01 p.m.

REGULAR MEETING

Cindy Hinton called the regular meeting to order at 6:02 p.m.

A request from the City of Condon for a letter of support for a planning grant was discussed. The grant is for the planning of a recreation/emergency service space. There was consensus for Cindy to work with Kathryn Greiner at the City of Condon to draft a letter of support.

Financial Reports

The Board reviewed the financial reports for the Health District and the Ambulance Service. Paul Bates moved to approve the financial reports and Ashleigh McIntosh seconded the motion. Motion carried unanimously.

Bills

The Board reviewed the bills for the Health District and the Ambulance Service. Lisa Helms moved to approve the bills and Paul Bates seconded the motion. Motion carried unanimously.

Minutes

Ashleigh McIntosh moved to approve the May regular meeting minutes and budget meeting minutes and Lisa Helms seconded the motion. Motion carried unanimously.

Ambulance Service

Cindy Hinton reported that the Ambulance Service is very busy. Their licenses have been renewed and they have completed hazmat training.

2022-23 Budget

Paul Bates moved to adopt Resolution 2022-01 a Resolution adopting the 2022-23 budget in the amount of \$2,357,395.00 making appropriations, imposing and categorizing the taxes and Lisa Helms seconded the motion. Motion carried unanimously.

SOUTH GILLIAM COUNTY HEALTH DISTRICT
MINUTES
Page Two

Public Health

There was discussion regarding bids received for the purchase of a Toyota 4 Runner. Rogers Toyota of Hermiston sent over bids. Gresham Toyota stated that they do not have any Toyota 4 Runner's available. Bend Toyota did not respond to the request. Lisa Helms moved to accept the Toyota 4 Runner bid of the soonest available vehicle from Rogers Toyota of Hermiston and Ashleigh McIntosh seconded the motion. Motion carried unanimously.

Staffing

There was discussion regarding the hiring of Melanie Ozias, RN to provide blood draw services and to help the providers with other tasks. The public health department has contracted with Ashleigh McIntosh, RN for WIC services.

There was discussion regarding the PA Student who is interested in filling Sarah Sperry's position. There will be a meet and greet Saturday, June 25th. A proposed salary/benefit package has been submitted to the candidate. Upon approval of Dr. Edwards and Mike Takagi, we are in a position to make a formal offer on the 25th.

There was discussion regarding the Physical Therapy department evaluation. It's been about 9 months since the start of setting up the program and 6 months of seeing patients. The Board directed Hollie to ask Haylee to come to the July meeting and give an overview of the department to help with the Board's evaluation.

Adjourn

The meeting was adjourned at 7:20 p.m.

The next regular meeting will be July 19, 2021 @6:00 p.m.

CINDY HINTON, Chairman

HOLLIE WINSLOW, Administrative Assistant

7:47 PM
07/14/22
Cash Basis

SOUTH GILLIAM HEALTH CENTER
Balance Sheet
As of June 30, 2022

	Jun 30, 22
ASSETS	
Current Assets	
Checking/Savings	
CHECKING	70,935.20
LGIP	
EQUIP RES	93,190.00
FACILITIES FUND	246,696.10
HEALTH FUND	86,351.03
PATIENT ASSISTANCE FUND	12,468.13
LGIP - Other	178,565.06
Total LGIP	617,270.32
Total Checking/Savings	688,205.52
Accounts Receivable	
Accounts Receivable	-264.92
Total Accounts Receivable	-264.92
Other Current Assets	
A/R Offset	264.92
Total Other Current Assets	264.92
Total Current Assets	688,205.52
TOTAL ASSETS	688,205.52
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
P/R Liability Offset	-1,177.04
Payroll Liabilities	14,487.43
Total Other Current Liabilities	13,310.39
Total Current Liabilities	13,310.39
Total Liabilities	13,310.39
Equity	
Retained Earnings	828,580.67
Net Income	-153,685.54
Total Equity	674,895.13
TOTAL LIABILITIES & EQUITY	688,205.52

SOUTH GILLIAM HEALTH CENTER

Profit & Loss Budget vs. Actual

July 2021 through June 2022

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
DONATIONS	730.00	100.00	630.00	730.0%
FUNDRAISING	0.00	500.00	-500.00	0.0%
GILLIAM COUNTY GRANTS	167,810.00	150,000.00	17,810.00	111.9%
GILLIAM COUNTY SIP FUNDS	1,295.79	1,200.00	95.79	108.0%
INTEREST-LGIP	3,935.06	5,000.00	-1,064.94	78.7%
LEVIED TAX TO BE RECEIVED	3,646.39	3,000.00	646.39	121.5%
MEDICAL SERVICES	418,701.11	325,000.00	93,701.11	128.8%
Misc/other-grants, State refund	800.00	20.00	780.00	4,000.0%
RENT	25,200.00	24,000.00	1,200.00	105.0%
TAXES NECESSARY TO BALANCE	147,428.75	148,700.00	-1,271.25	99.1%
WELLNESS CENTER MEMBERSHIPS	0.00	100.00	-100.00	0.0%
Total Income	777,635.58	657,620.00	120,015.58	118.2%
Expense				
CONTINGENCY	0.00	72,100.00	-72,100.00	0.0%
EQUIPMENT FUND				
Clinic Equipment	3,542.63	0.00	3,542.63	100.0%
Total EQUIPMENT FUND	8,001.82	0.00	8,001.82	100.0%
FACILITIES FUND				
Clinic remodel	27,841.66	0.00	27,841.66	100.0%
Total FACILITIES FUND	27,841.66	0.00	27,841.66	100.0%
JANITORIAL	11,760.12	13,000.00	-1,239.88	90.5%
MATERIALS AND SERVICES				
ADVERTISING & ELECTION FEES	651.00	2,000.00	-1,349.00	32.6%
AUDITOR	15,300.00	16,000.00	-700.00	95.6%
CAPITAL OUTLAY	29,263.73	3,000.00	26,263.73	975.5%
COMMUNITY HEALTH ENHANCEMENT	2,937.50	2,000.00	937.50	146.9%
CONFERENCE EXPENSES	7,160.26	10,000.00	-2,839.74	71.6%

SOUTH GILLIAM HEALTH CENTER

Profit & Loss Budget vs. Actual

July 2021 through June 2022

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
ELECTRONIC MEDICAL RECORDS				
INSURANCE-BOND	18,715.29	19,000.00	-284.71	98.5%
INSURANCE-PROPERTY & LIAB	767.25	1,800.00	-1,032.75	42.6%
INSURANCE - MALPRACTICE	5,787.25	8,500.00	-2,712.75	68.1%
INTEREST PAYMENTS	9,545.89	8,500.00	1,045.89	112.3%
IT Specialist	0.00	10.00	-10.00	0.0%
LEGAL FEES	2,646.63	4,000.00	-1,353.37	66.2%
LICENSES & DUES	0.00	8,000.00	-8,000.00	0.0%
MEDICAL SUPPLIES	5,672.51	5,000.00	672.51	113.5%
	34,353.75	38,000.00	-3,646.25	90.4%
MILEAGE/TRAVEL				
MISCELLANEOUS	1,348.23	2,000.00	-651.77	67.4%
	34,412.68	2,000.00	32,412.68	1,720.6%
OFFICE SUPPLIES				
	8,039.10	10,000.00	-1,960.90	80.4%
RECRUITMENT				
REPAIR & MAINT	358.30	500.00	-141.70	71.7%
	9,332.07	16,000.00	-6,667.93	58.3%
UTILITIES				
	14,923.37	16,000.00	-1,076.63	93.3%
Total MATERIALS AND SERVICES	250,228.79	172,310.00	77,918.79	145.2%
PERSONNEL SERVICES				
EMPLOYEE HEALTH INSURANCE	59,939.43	72,000.00	-12,060.57	83.2%
EMPLOYEE RETIREMENT	38,523.80	26,000.00	12,523.80	148.2%
Payroll Expenses	534,016.62	469,700.00	64,316.62	113.7%
WORKER'S COMP INSURANCE				
	1,008.77	2,000.00	-991.23	50.4%
Total PERSONNEL SERVICES	633,488.62	569,700.00	63,788.62	111.2%
TRANSFER ACCOUNTS				
TRSR TO AMBULANCE ENTERPRISE	0.00	10.00	-10.00	0.0%
TRSR TO EQUIPMENT FUND	0.00	35,000.00	-35,000.00	0.0%
TRSR TO FACILITIES FUND	0.00	20,000.00	-20,000.00	0.0%
TRSR TO HEALTH FUND	0.00	30,000.00	-30,000.00	0.0%
TRSR TO PATIENT ASSISTANCE	0.00	500.00	-500.00	0.0%
Total TRANSFER ACCOUNTS	0.00	85,510.00	-85,510.00	0.0%
Total Expense	931,321.12	912,620.00	18,701.12	102.0%
Net Ordinary Income	-153,685.54	-255,000.00	101,314.46	60.3%
Net Income	-153,685.54	-255,000.00	101,314.46	60.3%

PHYSICAL THERAPY SALARY & BENEFITS vs. VISIT INCOME

SALARY	86,000.00
PAYROLL TAXES	5,332.00
RETIREMENT	6,020.00
HEALTH SAVINGS	3,000.00
HEALTH INSURANCE	8,111.00
LIFE/DISABILITY INSURANCES	677.00
CME BENEFIT	<u>3,000.00</u>
	\$ 112,140.00

Total annual personnel cost for Haylee is \$112,140.00 = \$53.91/hour = \$539.10/10 hour day

Total charges thru July 14, 2022 \$63,591.00 divided by total visits 441 = \$144.20 average bill per visit

We receive approximately ½ of amount billed = \$72.10 x overall daily visit average of 3.61 = \$260.28 (net income per day)

Additional cost for front office staff and billing are not accounted for

Provider Weekly Summary

Total visits

Date of Service Range: 12/1/2021 to 07/14/2022

Week Beg H Farrar TOTAL

Nov 29 2021	0
Dec 06 2021	13
Dec 13 2021	16
Dec 20 2021	5
Dec 27 2021	13
Jan 03 2022	0
Jan 03 2022	16
Jan 10 2022	15
Jan 17 2022	19
Jan 24 2022	12
Jan 31 2022	19
Feb 07 2022	18
Feb 14 2022	19
Feb 21 2022	18
Feb 28 2022	18
Mar 07 2022	13
Mar 14 2022	20
Mar 21 2022	15
Mar 28 2022	15
Apr 04 2022	10
Apr 11 2022	11
Apr 18 2022	17
Apr 25 2022	12
May 02 2022	15
May 09 2022	12
May 16 2022	13
May 23 2022	15
May 30 2022	12
Jun 06 2022	7
Jun 13 2022	9
Jun 20 2022	11
Jun 27 2022	10
Jul 04 2022	8
Jul 11 2022	15
Totals:	441

	<u>Work Days</u>	<u>Visits</u>	<u>Ave.</u>
July to 14th	7	23	3.29

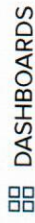
	<u>Work Days</u>	<u>Visits</u>	<u>Average/Day</u>	<u>Units</u>
Dec.	14	47	3.36	116
Jan.	17	67	3.94	164
Feb.	16	74	4.63	187
March	18	76	4.22	180
April	16	50	3.13	115
May	17	61	3.59	131
June	17	43	2.53	89

Insurance Mix

Date Range: 12/1/2021 to 7/14/2022

Insurance Company	# Claims	Charges	Services	Avg Charge
Aetna Senior Plans	1 0.25%	\$225.00 0.35%	2	\$112.50
CHAMPUS - Tricare (West)	3 0.76%	\$433.00 0.68%	4	\$108.25
CIGNA	7 1.78%	\$1126.00 1.77%	9	\$125.11
CIS WORKER COMPENSATION	5 1.27%	\$725.00 1.14%	10	\$72.50
MEDICARE OREGON PART B AV	229 58.27%	\$37934.00 59.65%	330	\$114.95
MODA HEALTH (ODS HEALTH PLAN)	57 14.5%	\$9666.00 15.2%	86	\$112.40
PACIFICSOURCE HEALTH PLANS	12 3.05%	\$1406.00 2.21%	22	\$63.91
Providence Health Plan	20 5.09%	\$3212.00 5.05%	32	\$100.38
REGENCE BCBS OREGON	30 7.63%	\$4533.00 7.13%	47	\$96.45
SEDGWICK CMS AV	2 0.51%	\$329.00 0.52%	3	\$109.67
United HealthCare	27 6.87%	\$4002.00 6.29%	36	\$111.17
TRANSAMERICA PREMIER LIFE INSURANCE COMPANY	0 0%	\$0.00 0%	0	\$0
Mutual of Omaha	0 0%	\$0.00 0%	0	\$0
MEDICAID OREGON DHS OMAP AV	0 0%	\$0.00 0%	0	\$0
Humana	0 0%	\$0.00 0%	0	\$0
Lumico	0 0%	\$0.00 0%	0	\$0
SENTINEL SECURITY LIFE INSURANCE	0 0%	\$0.00 0%	0	\$0
AARP Medicare Supplement Plans insured by UHC Ins Co	0 0%	\$0.00 0%	0	\$0
Totals:	393	\$63591.00	581	109.45

Reimbursement rate is approximately 1/2 or less of charge



DASHBOARDS



CHARTS



REPORTS



BENCHMARKING



MANAGEMENT



RESOURCES



MY REPORTS



Patient Visits by Payer

Last Update: July 14, 2022 at 5:00 PM

Date Range

12/01/2021 - 07/14/2022

▼

View Data By

Insurance Type ▼

Export

Insurance Type	Orthosis Fabrication	Initial Examination	Daily Note	Progress Note	Re- Examination	Discharge Summary	Total Visits	% of Total
Blue Cross Blue Shield	0	8	15	2	0	2	27	5.86%
Commercial	0	26	66	12	0	5	109	23.64%
Medicaid	0	12	17	4	0	1	34	7.38%
Medicare	0	57	167	29	1	21	275	59.65%
PPO	0	1	0	0	0	0	1	0.22%
Self Pay	0	0	0	0	0	0	0	0.00%
Tricare	0	2	4	0	0	0	6	1.30%
WCOMP	0	2	5	1	0	1	9	1.95%

South Gilliam County Ambulance Service

Balance Sheet

As of July 13, 2022

	Jul 13, 22
ASSETS	
Current Assets	
Checking/Savings	
Bank of Eastern Oregon	6,097.66
LGIP	
Ambulance Replacement Fund	155,156.10
Equipment Replacement	30,215.65
LGIP - Other	89,395.18
Total LGIP	274,766.93
Total Checking/Savings	280,864.59
Accounts Receivable	
Accounts Receivable	58,271.04
Total Accounts Receivable	58,271.04
Other Current Assets	
Accounts receivable - Offset	-58,271.04
Total Other Current Assets	-58,271.04
Total Current Assets	280,864.59
Fixed Assets	
Vehicle & Equipment	
Accumulated Depreciation	-342,869.00
Vehicle & Equipment - Other	483,177.83
Total Vehicle & Equipment	140,308.83
Total Fixed Assets	140,308.83
TOTAL ASSETS	421,173.42
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-90.60
Total Accounts Payable	-90.60
Other Current Liabilities	
Accounts Payable - Offset	90.60
Total Other Current Liabilities	90.60
Total Current Liabilities	0.00
Total Liabilities	0.00
Equity	
Unrestricted Net Assets	425,034.71
Net Income	-3,861.29
Total Equity	421,173.42
TOTAL LIABILITIES & EQUITY	421,173.42

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07/12/22

Accrual Basis

South Gilliam County Ambulance Service

Profit & Loss Budget vs. Actual

July 2022

	Jul 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Balance Forward	0.00	99,595.00	-99,595.00	0.0%
Donations	0.00	100.00	-100.00	0.0%
Interest	0.00	600.00	-600.00	0.0%
Sales of Surplus Property	0.00	5,000.00	-5,000.00	0.0%
South Gilliam Co Pt Accts	241.67	90,000.00	-89,758.33	0.3%
Tri County Membership	1,000.00	3,500.00	-2,500.00	28.6%
Total Income	1,241.67	198,795.00	-197,553.33	0.6%
Gross Profit	1,241.67	198,795.00	-197,553.33	0.6%
Expense				
Materials & Services				
Ambulance Equipment & Supply	311.21	9,000.00	-8,688.79	3.5%
Ambulance Training	0.00	8,000.00	-8,000.00	0.0%
Attendants (Licensing)	0.00	1,500.00	-1,500.00	0.0%
Attendants Meals	512.79	3,000.00	-2,487.21	17.1%
Billing	426.38	4,200.00	-3,773.62	10.2%
Capital Outlay	0.00	40,200.00	-40,200.00	0.0%
Communications	0.00	350.00	-350.00	0.0%
Contingency	0.00	10,260.00	-10,260.00	0.0%
Contract Services				
Bookkeeper	0.00	1,200.00	-1,200.00	0.0%
Coordinator	0.00	1,200.00	-1,200.00	0.0%
Legal Services	0.00	5,000.00	-5,000.00	0.0%
Physician Advisor	0.00	1,200.00	-1,200.00	0.0%
Total Contract Services	0.00	8,600.00	-8,600.00	0.0%
Employee Assistance Program				
Fuel	0.00	2,000.00	-2,000.00	0.0%
Insurance	692.54	7,200.00	-6,507.46	9.6%
Maintenance	0.00	7,000.00	-7,000.00	0.0%
Equipment	70.00	2,500.00	-2,430.00	2.8%
Vehicles	57.99	9,500.00	-9,442.01	0.6%
Total Maintenance	127.99	12,000.00	-11,872.01	1.1%

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07/12/22

Accrual Basis

South Gilliam County Ambulance Service Profit & Loss Budget vs. Actual July 2022

	Jul 22	Budget	\$ Over Budget	% of Budget
Miscellaneous	0.00	200.00	-200.00	0.0%
Office Supplies	32.29	2,000.00	-1,967.71	1.6%
Scholarships	0.00	500.00	-500.00	0.0%
Storage/Rent	0.00	5,000.00	-5,000.00	0.0%
Uniforms	0.00	1,500.00	-1,500.00	0.0%
Vaccines	0.00	300.00	-300.00	0.0%
Total Materials & Services	2,103.20	122,810.00	-120,706.80	1.7%
Payroll Expenses				
Attendant payroll	2,784.00	24,000.00	-21,216.00	11.6%
Payroll taxes	215.76	2,400.00	-2,184.24	9.0%
Total Payroll Expenses	2,999.76	26,400.00	-23,400.24	11.4%
Total Expense	5,102.96	149,210.00	-144,107.04	3.4%
Net Ordinary Income	-3,861.29	49,585.00	-53,446.29	-7.8%
Other Income/Expense				
Other Expense				
Trans to Amb. Replacement	0.00	40,000.00	-40,000.00	0.0%
Total Other Expense	0.00	40,000.00	-40,000.00	0.0%
Net Other Income	0.00	-40,000.00	40,000.00	0.0%
Net Income	-3,861.29	9,585.00	-13,446.29	-40.3%