

**AGENDA**  
**COMMUNITY HEALTH SERVICES BOARD MEETING**  
**Cordova Library Conference Room**  
**July 5, 2012 – 6:30 PM**

CCMC'S core purpose is to deliver quality health care locally.
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President  
David Allison  
term expires 03/13

Vice-President  
EJ Cheshier  
term expires 08/13

Secretary  
David Reggiani  
term expires 08/12

Board Members  
Bret Bradford  
term expires 08/13  
Jim Kasch  
term expires 08/12  
Keith van den Broek  
term expires 08/12  
NVE Tribal Council - Vacant

Administrator  
Theresa Carté

- I. OPENING**
  - A. Call to Order
  - B. Roll Call – David Allison, Bret Bradford, EJ Cheshier, Jim Kasch, David Reggiani, Keith van den Broek
  - C. Establishment of a Quorum
- II. COMMUNICATIONS BY AND PETITIONS FROM VISITORS**
  - A. Guest Speaker
  - B. Audience Comments (limited to 3 minutes per speaker). Speaker must give name and agenda item to which they are addressing.
- III. CONFLICT OF INTEREST**
- IV. APPROVAL OF AGENDA**
- V. APPROVAL OF CONSENT CALENDAR**
  - A. HSB Meeting Minutes – 6/5/2012.....Page 1
- VI. REPORTS AND CORRESPONDENCE**
  - A. Administrator’s Report
  - B. President’s Report
  - C. City Council Report
- D. Finance Report**
  - i. Balance Sheet as of 05/31/12.....Page 3
  - ii. Income Statement as of 05/31/12.....Page 4
  - iii. Three Year Comparative Income Statements (YTD as of 5/31/12).....Page 5
- VII. ACTION ITEMS**
  - A. Approve Audit Engagement Letter.....Page 7
- VIII. DISCUSSION ITEMS**
  - A. Providence 120-day Plan Update (Administrator)
- IX. AUDIENCE PARTICIPATION (limited to 3 minutes per speaker)**  
Members of the public are given the opportunity to comment on matters which are within the subject matter jurisdiction of the Board and are appropriate for discussion in an open session.
- X. BOARD MEMBERS COMMENTS**
- XI. EXECUTIVE SESSION\***
- XII. ADJOURNMENT**

\*Executive Session: Subjects that may be considered in executive session are: 1) Matters, immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity; 2) Subjects that tend to prejudice the reputation and character of any person, provided that person may require a public discussion; 3) Matters which by law, city charter, or ordinance are required to be confidential; 4) Matters involving consideration of government records that by law are not subject to public disclosure; 5) Direction to an attorney or labor negotiator regarding the handling of specific legal matters or labor negotiations

**Minutes**  
**Community Health Services Board**  
**Cordova Library Conference Room**  
**June 5, 2012 – 6:30 PM**

**I. CALL TO ORDER AND ROLL CALL –**

**David Allison** called the HSB meeting to order at 6:40 pm. Board members present: **David Allison, Bret Bradford, David Reggiani,** and **Keith van den Broek.** Absent: **EJ Cheshier, Jim Kasch.** A quorum was established.

CCMC staff present: **Stephen Sundby,** (Director, Sound Alternatives)

**II. COMMUNICATIONS BY AND PETITIONS FROM VISITORS – None**

**III. CONFLICT OF INTEREST – None**

**IV. APPROVAL OF AGENDA**

**M/Reggiani, S/Bradford:** Move to approve the agenda.

A vote was made on the motion: 4 yeas. - 0 nays. Motion passed.

**V. APPROVAL OF CONSENT CALENDAR**

**M/Reggiani, S/Bradford:** Move to approve the consent calendar.

- a. Health Services Board meeting minutes from May 2, 2012.

A roll call vote was made on the motion: 4 yeas. - 0 nays. Motion passed.

**VI. REPORTS AND CORRESPONDENCE**

**A. Administrator's Report – None**

**B. President's Report – None**

**C. City Council Report – None**

**D. Finance Report**

**Allison** requested confirmation that the Long Term Care reimbursement rates will increase in July. **Sundby** responded that CCMC is working on it. **Allison** further requested an accounting of bed numbers, to which **Sundby** replied that the facility did lose one resident, which accounts for \$360-400K per year of revenue.

**VII. ACTION ITEMS**

**A. Approve Pursuing Fiscal Year Change**

**M/Reggiani, S/Bradford:** Move to define the fiscal year as a calendar year, January 1 to December 31, for Cordova Community Medical Center.

A vote was made on the motion: 4 yeas. - 0 nays. Motion passed.

**VIII. DISCUSSION ITEMS – None**

**A. Sound Alternatives Accreditation**

**Sundby** informed the Board that Behavioral Health Regulations require all centers to be accredited. The accreditation process requires that the governing Board be involved from the beginning. **Sundby** noted that he is looking at three different alternatives, ranging in price from \$9-14K in fees. Additionally, there will be the cost of staff time and preparation of materials. He will be working with the Administrator on a plan.

**B. Meeting Frequency**

In response to Kacsh requesting this item for the agenda, **Allison** confirmed that the current Bylaws require the Board to meet monthly and asked if any Board member or staff know what the Administrator or Providence is recommending. **Bradford** requested a discussion with Providence. **Allison** stated that the Board should meet at least twice a year and directed staff to bring a proposed bylaw change to the Board if the Administrator and/or Providence desire a change.

**IX. AUDIENCE PARTICIPATION – None**

**X. BOARD MEMBER COMMENTS – None**

**XI. EXECUTIVE SESSION – None**

**XIII. ADJOURNMENT**

**M/Reggiani, S/Van Den Broek:** Move to adjourn the meeting. **Allison** declared the meeting adjourned at 7:48 pm.

**Transcribed by: Laura Cloward**

**Cordova Community Medical Center**  
**Balance Sheet**  
**May 31, 2012**

	Current Year	Last Year	
	5/31/2012	5/31/2011	Increase (Decrease)
<b>Assets</b>			
Cash	182,986	163,728	19,258
Receivables			
Accounts Receivable	1,102,067	1,079,642	22,425
Allowance for Uncollectible	(261,476)	(233,521)	(27,955)
<b>Net Accounts Receivable</b>	<b>840,591</b>	<b>846,121</b>	<b>(5,530)</b>
Other	(34,825)	149,911	(184,736)
Grant Programs & City Transfers	(11,563)	61,193	(72,756)
Supplies Inventory	143,790	127,652	16,138
Prepaid Expenses	48,230	33,180	15,050
Other Assets			
Major Moveable	10,758,945	10,684,097	74,848
Accum Depreciation	(8,628,175)	(8,341,230)	(286,945)
<b>Total Assets</b>	<b>3,299,979</b>	<b>3,724,652</b>	<b>(424,673)</b>
<b>Liabilities and Net Assets</b>			
Accounts Payable	669,687	415,190	254,497
Accrued Payroll & Related Liab	436,190	539,278	(103,088)
Other Liabilities	34,243	61,024	(26,781)
<b>Total Current Liabilities</b>	<b>1,140,120</b>	<b>1,015,492</b>	<b>124,628</b>
Net Pension Obligation	0	0	0
Obligations under Capital Lease	0	0	0
<b>Total Liabilities</b>	<b>1,140,120</b>	<b>1,015,492</b>	<b>124,628</b>
<b>Net Assets</b>	<b>2,159,859</b>	<b>2,709,160</b>	<b>(549,301)</b>
<b>Total Liabilities &amp; Net Assets</b>	<b>3,299,979</b>	<b>3,724,652</b>	<b>(424,673)</b>

**Cordova Community Medical Center**  
**Income Statement (Fiscal Year 2012 - 7/1/11 through 6/30/12)**

	<i>Actual 2012 May</i>	<i>Budget 2012 May</i>	<i>Budget Variance May</i>	<i>Actual YTD Total</i>	<i>Budget YTD Total</i>	<i>Budget YTD Variance</i>	2012 Budget
<b>Revenue</b>							
Inpatient Revenue	24,066	59,378	(35,312)	475,291	643,584	(168,293)	701,047
Long Term Care Revenue	289,431	287,355	2,076	3,168,137	3,114,555	53,582	3,392,640
Outpatient Revenue	264,485	220,403	44,082	2,344,940	2,388,882	(43,942)	2,602,175
Primary Care	56,084	54,331	1,753	563,692	588,883	(25,191)	641,462
<b>Gross Patient Revenue</b>	<b>634,066</b>	<b>621,467</b>	<b>12,599</b>	<b>6,552,060</b>	<b>6,735,904</b>	<b>(183,844)</b>	<b>7,337,324</b>
<b>Total Deductions</b>	<b>192,368</b>	<b>105,649</b>	<b>86,719</b>	<b>1,571,345</b>	<b>1,145,104</b>	<b>426,241</b>	<b>1,247,345</b>
<b>Net Service Revenue</b>	<b>441,698</b>	<b>515,818</b>	<b>(74,120)</b>	<b>4,980,715</b>	<b>5,590,800</b>	<b>(610,085)</b>	<b>6,089,979</b>
<b>Other Operating Revenue</b>	<b>134,541</b>	<b>157,583</b>	<b>(23,042)</b>	<b>1,551,458</b>	<b>1,707,992</b>	<b>(156,534)</b>	<b>1,860,491</b>
<b>Total Net Operating Revenue</b>	<b>576,239</b>	<b>673,400</b>	<b>(97,161)</b>	<b>6,532,173</b>	<b>7,298,792</b>	<b>(766,619)</b>	<b>7,950,470</b>
<b>Expenses from Operations</b>							
Salaries & Wages	258,272	269,845	(11,573)	2,747,937	2,924,770	(176,833)	3,185,910
Employee Benefits	120,385	149,523	(29,138)	1,289,603	1,620,634	(331,032)	1,765,334
Professional Fees	193,225	87,734	105,491	1,230,806	950,929	279,877	1,035,833
Supplies	34,163	46,239	(12,076)	453,652	501,171	(47,519)	545,918
Purchased Services	65,378	75,938	(10,560)	832,565	823,073	9,492	896,562
Depreciation	23,365	22,623	742	254,069	245,201	8,868	267,094
Interest and Amortization	-	-	-	-	-	-	0
Taxes and Licenses	-	-	-	-	-	-	0
Other Expenses	17,603	21,368	(3,765)	180,701	231,601	(50,900)	252,280
<b>Total Expenses from Operations</b>	<b>712,391</b>	<b>673,270</b>	<b>39,121</b>	<b>6,989,332</b>	<b>7,297,379</b>	<b>(308,047)</b>	<b>7,948,931</b>
<b>Excess of Rev over Exp from Ops</b>	<b>(136,152)</b>	<b>130</b>	<b>(136,282)</b>	<b>(457,159)</b>	<b>1,413</b>	<b>(458,572)</b>	<b>1,539</b>
<b>Non-Operating Gain (Losses)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Excess of Rev over Exp</b>	<b>(136,152)</b>	<b>130</b>	<b>(136,282)</b>	<b>(457,159)</b>	<b>1,413</b>	<b>(458,572)</b>	<b>1,539</b>

# Cordova Community Medical Center

## Three Year Comparative Profit & Loss Statements

	<i>Current to Last Year Comparison</i>	<i>FY 2012 YTD May 31, 2012</i>	<i>FY 2011 YTD May 31, 2011</i>	<i>FY 2010 YTD May 31, 2010</i>
<b><u>Revenue</u></b>				
Inpatient Revenue	-33.4%	475,291	713,249	911,261
Long Term Care Revenue	6.4%	3,168,137	2,978,491	2,586,971
Outpatient Revenue	19.1%	2,344,940	1,969,065	1,987,346
Primary Care	89.0%	563,692	298,297	376,590
<b>Gross Patient Services Revenue</b>	<b>10.0%</b>	<b><u>6,552,060</u></b>	<b><u>5,959,102</u></b>	<b><u>5,862,168</u></b>
<b>Total Deductions</b>	<b>117.9%</b>	<b>(1,571,345)</b>	<b>(720,986)</b>	<b>(1,195,320)</b>
<b>Net Patient Services Revenue</b>	<b>-4.9%</b>	<b><u>4,980,715</u></b>	<b><u>5,238,116</u></b>	<b><u>4,666,848</u></b>
<b>Other Operating Revenue</b>	<b>6.7%</b>	<b><u>1,551,458</u></b>	<b><u>1,454,354</u></b>	<b><u>1,653,617</u></b>
<b>Total Revenue</b>	<b>-2.4%</b>	<b><u>6,532,173</u></b>	<b><u>6,692,470</u></b>	<b><u>6,320,465</u></b>
<b><u>Expenses</u></b>				
Salaries & Wages	-0.6%	2,747,937	2,764,032	3,010,237
Employee Benefits	6.4%	1,289,603	1,211,587	1,381,484
Professional Fees	-1.6%	1,230,806	1,250,904	788,944
Supplies	-2.7%	453,652	466,299	402,479
Purchased Services	12.4%	832,565	740,767	672,749
Depreciation	8.9%	254,069	233,201	232,712
Other Expenses	-8.0%	180,701	196,444	175,445
<b>Total Expenses</b>	<b>1.8%</b>	<b><u>6,989,332</u></b>	<b><u>6,863,235</u></b>	<b><u>6,664,050</u></b>
<b>Income/(Loss)</b>	<b>167.7%</b>	<b>(457,159)</b>	<b>(170,765)</b>	<b>(343,585)</b>

