

**Board of Directors Meeting Minutes
Thursday, February 25, 2021
Meeting Provided by Zoom and at FMA**

The Board of Directors of Northwest Health Services met on Thursday, February 25, 2021, at 6:30 pm at Northwest Health Services, 2303 Village Drive, St. Joseph, Missouri, and by Zoom.

Members Present: Whitney Lanning, President; Kim Ireland, Vice President; Steve Loucks, Les Phillips, and Sherry Weldon.

Members Absent: Patrick Modlin, Jennifer McKinley, Carolyn Hall, and Dr. Phillip Frank.

NHS staff present: Matt Younger, CEO; Terry Petersen, COO; Dr. Brushwood, CMO; Kathy Davenport, CCO; Stacey Lawrence, Director of Human Resources; Tina Taylor, Director of Finance; Miranda Phillips, Director of Pharmacy; Judy Hood, Director of Compliance; Dan Kempker, Director of Budget and Planning; and Jena Propheter, Scribe.

Whitney Lanning, Board President, called the meeting to order at 6:40 pm. A quorum was established.

The Board reviewed the January 28th, 2021 board minutes and the consent agenda items, including the CEO Report. Board Chair opened the floor for removal of any items from the consent agenda. Consent agenda was removed.

Kim Ireland made a **MOTION** to accept the board minutes and CEO Report as presented. Les Phillips seconded the motion. **PASSED 5-0**

The Board reviewed the Financial Minutes for January 27th, 2021.

**Financial Summary
Productivity Statistics**

January	Actual	Budgeted	% of Budget Achieved	YTD Actual	YTD Budgeted	% of Budget Achieved
Total Visits:	7,108	10,577	67%	94,384	126,871	74%
Medical Visits:	4,290	6,058	71%	55,659	74,126	75%
Dental Visits:	1,687	2,515	67%	22,548	29,941	75%
BH Visits:	1,131	2,004	56%	16,177	22,804	71%
Prescriptions:	7,674	7,051	9% over budget	92,968	81,849	14% over budget

Accounts Receivable

- The net AR as of January 31, 2021 was 315K and Gross days in AR was 33.3 and YTD was 38.5. The gross AR as of January 31, 2021 was \$2.1M.

Balance Sheet

- \$6.8M in cash, of which \$4.3M is operating cash and the remainder \$1.5M is reserved for Medicaid Payable. Note \$1M in Escrow for NWFD building improvements.
- Days unrestricted cash on hand is 53.79 days as of January 31, 2021.
- On Dashboard BS, when comparing to prior year Cash and Investments, we increased by \$4.4M.
- Account payable average days was 24.9.

Income Statement

- **Total Net Income for the Month/Year: For the month was (\$9K) and YTD was \$1.2M.**

Revenues

- **Net Patient Revenue: For the month/year was \$809K and \$10.9M YTD (67% of budget)**
- **Grant Revenue: For the month/year was \$651K and \$8.95M (65% over budget)**
- **Pharmacy Revenue: For the month/year was \$478K and \$6.2M (25% over budget)**
- **340B Revenue: For the month/year was \$427K and \$5.3M (85% of budget)**
- **Other Income: For the month/year was \$157K and \$3.1M (143% over budget)**
- **Total Revenue: For the month/year was \$2.5M and \$34.4M**

Expenses

- **Salaries and Wages: For the month/year was \$1.47M and \$17.4M (6.22% YTD under budget)**
- **Professional/Contract Fees: For the month/year was \$230K and \$2.95M (2.02%YTD over budget)**
- **Other Expenses: For the month/year was \$574K and \$9.75M (10% YTD over budget)**
- **340B Expenses: For the month/year was \$254K and \$3.2M (8.33% YTD under budget)**
- **Total Expenses: For the month/year was \$2.53M and \$33.3M**

Other Items Noted:

- Starting in February 2021, Director of Finance will begin to break out service lines more per visit.
- Burn Rate – Cash infusion due to grant funds that needed to be drawn down by end of year, this increased cash by 21 days. Current burn rate has extended to January 2022.
- \$1M still in cash line due to contract on building at 3608 Faraon, St. Joseph, Missouri. Per the contract, \$1M was to be held in escrow. Currently working with landlord.

Steve Loucks made a **MOTION** to accept the January 31st, 2021 Financials. Sherry Weldon seconded the motion. **PASSED 5-0**

Privileging:

- Kari Lindefjeld, DMD
- Camille Pellegrino, DDS

Les Phillips made a **MOTION** to accept the privileging requests. Kim Ireland seconded the motion. **PASSED 5-0**

Re-privileging:

- Kelly Adkins, LCSW

Kim Ireland made a **MOTION** to accept the re-privileging request. Sherry Weldon seconded the motion. **PASSED 5-0**

New Business:

Employee Engagement

- Q12 Engagement Survey by Gallup
 - Gallup provides researched based questions & tools to help improve engagement
 - Engaged employees positively impact productivity and finances
 - Work with staff and board members

North End Lease

- Expires in about 12 months
- Structural issues
- Parking issues
- Exploring options

The Board meeting adjourned at 7:32 PM and went into Executive Session.

Operating & Capital Budget for FY 2022

Per the Executive Session review of the Operating & Capital Budget for FY 2022 Plan, with no further discussion,

Les Phillips made a **MOTION** to accept the Budget Plan as presented. Kim Ireland seconded the motion. **PASSED 5-0**



Patrick Modlin, Board Chair