

ADAMS COUNTY PUBLIC HOSPITAL DISTRICT #2
Meeting of the Board of Commissioners
November 17, 2022
East Adams Rural Healthcare
Conference Room
Ritzville, WA

- I) Call to Order
- II) Additions or Corrections to the Agenda
- III) Public Comment
- IV) Approval of Minutes-Regular Board Meeting October 26, 2022
Approval of Minutes-Special Meeting November 9, 2022
Approval of Minutes-Public Hearing November 10, 2022
- V) Consent Agenda
 - i) Chief Nursing Officer Report
 - ii) EMS Report
 - iii) HR Report
 - iv) Quality Report
- VI) Medical Staff Report
- VII) CEO Report
- VIII) Committee Reports
 - i) Finance Committee
 - (1) Financials – October
 - (2) Approval of Warrants and Vouchers
 - ii) Building Committee
 - iii) Compliance Committee
- IX) Old Business
 - i) Daycare
- X) New Business
 - i) 2023 Budget
 - ii) Approve RFP process for EMS/Mobile Clinic/Kitchen Facility
- XI) Public Comment
- XII) Executive Session
- XIII) Next Board Meeting December 22, 2022 at 5:30 p.m.
- XIII) Adjourn

Washington State law states that all meetings of public bodies such as ours be open to attendance by the public, save for executive sessions or if a meeting has been closed owing to disruption. But that law is equally clear that there is no requirement that public attendees at such meetings be permitted to take any part in the proceedings. This Board, however, promotes open dealings with our community, and welcomes appropriate public participation; but, considering interests such as efficiency and simple civility, we do have rules governing that participation.

We generally have on our agenda a period intended for public comments and questions, and we ask that members of the public confine questions and comments to that period. If, however, during our deliberations on a given matter a member of the public believes that he or she has some clearly relevant information that we have not considered, he or she may raise his or her hand and the Board Chair, in his or her discretion, may allow that member of the public to provide a brief factual comment.

Moreover, both during meetings and in the specified comment period, we require that questions or comments be concise, factual, and, notably, that they be civil. We willingly accept tough questions and critical comments, but we will not accept generalized negative opinions, rambling, personal attacks, or perceived disparagement of individuals. Comments are limited to three minutes.

The Board reserves the right to terminate a question or comment at any point if the Board determines in its discretion that the comment or question is unacceptable or disruptive. Please remember the need for civility and compliance with our rules.

ADAMS COUNTY PUBLIC HOSPITAL DISTRICT NO. 2
East Adams Rural Hospital
903 S. Adams
Ritzville, WA 99169
Meeting of the Board of Commissioners
October 26, 2022

PRESENT:	John Kragt	Chairman
	Eric Walker	Commissioner
	Stacey Plummer	Vice Chair
	Jerry Crossler	Commissioner
	Dan Duff	Commissioner/Secretary
	Corey Fedie	CEO
	Kimberly Polanco	CFO
	Charles Sackmann, MD	Chief of Staff
	Nelson McKay, MD	Physician

GUESTS: Kelly Wiggins, Colene Hickman

There were no community members present.

John Kragt, Board Chair, called the meeting to order at 5:30 p.m.

INTRODUCTIONS- None

ADDITIONS AND CORRECTIONS-None

PUBLIC COMMENT-None

APPROVAL OF MINUTES

The September 28th Board Meeting minutes were presented. Commissioner Dan Duff made a motion to approve the September 28th Board Meeting minutes. Vice-Chair Stacey Plummer seconded. The motion passed.

CONSENT AGENDA:

John Kragt, Board Chair polled the Board if they would like anything moved from the Consent Agenda to the regular agenda. The Board did not request anything to be moved.

MEDICAL STAFF REPORT:

Dr. Sackmann reported that ER shifts are all covered through the end of the year. Kudos to Marnie, Rose and Dr. McKay for covering. The ER is getting busier with a variety of patients. Dr. Sackmann reminded everyone that it is important not to share details of patient visits. It is a small town and easy for community to piece together the details. Dr. Sackmann reported that in a recent Forbes article that telehealth is the new up and coming trend. Commissioner Eric Walker asked if telehealth is being cut back. Dr. Sackmann said that reimbursements would be less.

Swing and Acute admissions have stayed steady. Ancillary departments continue to grow. Dr. Sackmann shared that he is confident that the EMS levy is going to pass. It is a requirement as a rural hospital to provide emergency services. Dr. Sackmann asked Dr. McKay to share information about EPIC. Dr. McKay explained that it is a learning curve. Everyone is very busy but it will be a lot better, beneficial for the patients, and easier for users. Commissioner Eric Walker asked if records from other facilities would automatically be available in the system if they use the same program. Dr. Sackmann explained that providers would be able to see all records for their patients. Board Chair John Kragt asked if it was a normal thing to have a patient taken down to the airport and then flown out by plane. Dr. Sackmann said that it does happen. There is more that can be done in a helicopter or plane than what can be done in the back of an ambulance. It could be a weather issue for the helicopter or perhaps dependent on where the patient is being flown to. If it is a further destination then it is common. Vice Chair Stacey Plummer asked about Fentanyl and if there have been more cases. Dr. McKay said that overdose cases are becoming more common. We do not have a specialty lab to send tests out to specifically look for Fentanyl. Providers are treating based off symptoms.

CEO REPORT- See attached

Corey Fedie, CEO reported that EPIC is in full swing. We are still working on budget and recruiting a CNO. Administration attended a retreat recently. The team worked on the Strategic Plan and Budget. The Strategic Plan will be presented to the Board at the Board/Admin Retreat in a few weeks. Commissioner Eric Walker asked if we have some solid candidates. There was some discussion on the candidates and their backgrounds. Commissioner Eric Walker asked if EPIC transition has been going smoothly. Corey said that there have been a few hiccups and we have had to do some add-ons but overall it is going well. Vice-Chair Stacey Plummer asked about that status of an outreach with the school. Corey said that we are in communication with the schools about possibly doing some extracurricular classes as part of a curriculum.

COMMITTEE REPORTS

Finance Committee- See Attached Report

CFO REPORT - See attached

Kim Polanco, CFO reported that September was a profitable month with a Net Gain of \$166,519 for the month and Net Loss of (\$499,792) for the year. A daily census of 4.8 includes swing bed, in-patient and long-term care. We are seeing more and more patients every day on top of the EPIC training. Operations resulted in a gain of \$52,094 for the month and a loss of (\$1,644,594) for the year. The District has 263 days cash on hand. Year to date expenses are 8% over budget. The increase in expenses continues to be primarily due to higher contract nursing expenses along with some equipment purchases for the mobile clinic and replacement of other hospital equipment. We are on track with the implementation of EPIC. There were some additional expenses for lab and badge swipe. The project should be wrapped up in about three weeks.

Chair John Kragt asked about swing beds and why we cannot get those patients here. Kim explained that one of our challenges is getting the referrals from other facilities. Kim said that she is very excited about the CNO candidates because they have a lot of knowledge and experience with swing bed programs. If we can have an average of two swing bed patients throughout the year, we will break even. We can always have more. Commissioner Eric Walker was questioning the expected end of year-projected income. Kim explained that we have Medicare funds that will be collected. There is essentially a time lag of when the funds are received. We are getting our documentation completed and claims are being sent out in a timelier manner.

WARRANTS & VOUCHERS: EARH

Commissioner Dan Duff presented the following warrants for approval Accounts Payable Warrants #064714 to #064839 for \$678,853.73 and an additional \$566,942.54 for payroll direct deposits and \$190,663.99 for payroll tax deposits. Commissioner Eric Walker made a motion to approve. Commissioner Stacey Plummer seconded. Motion passed unanimously.

BUILDING COMMITTEE-Did not meet.

COMPLIANCE COMMITTEE-Did not meet.

OLD BUSINESS

Daycare: Corey reported that he is meeting with the schools. He has talked to the owner of the nursing home whom has reached out to the Adams County Development Council. The owner is considering converting a wing of the nursing home into a daycare. He asked if the district would like to partner on that. If that does happen, we can possibly keep the kitchen in the facility for longer. Corey will still be meeting with the schools to discuss possibly collaborating with local churches and organizations. Don Vanderholm did mention that there is unused land behind the school. John would like to see this happen sooner rather than later. Commissioner Eric Walker asked what the biggest obstacle is for getting started. John said that getting it going is the biggest block. John would like to hire employees to staff the daycare or use EMT's. There was discussion about some of the requirements to open a daycare. John said that we need to move on this now. We could possibly rent a facility for the time being. Corey said that EPIC is the primary focus now.

EMS Levy: Corey just reminded everyone to get out there and educate the community. The ballots are out. Keep spreading the word. Corey is confident that it will pass.

NEW BUSINESS

There will be a Board/Admin retreat on November 9 in Moses Lake.

2023 Budget: Chair John Kragt asked when the budget has to be approved. Corey said that it has to be approved by the December meeting. Kim presented the first draft to the Board to begin reviewing. There will be further discussions at the Board/Admin retreat and at the Public Hearing on November 10. Kim gave a few details to the changes to the budget. Medical insurance rates are increasing. Corey explained that we have reached out to the larger employers in the community to possibly join and get a discounted tier rates. Kim also explained that there is still discussion of cost of living increases and what is allowable for the cost report. Some capital purchases are being included. Corey asked Kim to discuss in further the pay increases. Kim gave a couple of examples of different percentages and how much it will increase the budget. Corey explained that we want to remain competitive but also want to see how it will affect the cost report. Commissioner Eric Walker explained that inflation is a guessing game. There was a long discussion regarding inflation and how to factor that in. There was some discussion about various possible ways to provide the increases throughout the year and what those increases will be based off.

Employee Engagement Survey: Corey provided the Board with a brief synopsis the results of the Employee Engagement Survey. He is overall satisfied with the results and input that was received, there is a significant amount of growth overall.

PUBLIC COMMENT-None

Commissioner Eric Walker made a motion, seconded by Commissioner Stacey Plummer to adjourn the meeting. The motion passed.

The meeting adjourned at 6:57p.m.

Respectfully submitted,
Kylie Buell, Executive Assistant

ADAMS COUNTY PUBLIC HOSPITAL DISTRICT NO. 2
Pillar Rock Grill
1373 Rd F.2 NE
Moses Lake, WA 98837
Special Meeting of the Board of Commissioners
November 9, 2022

PRESENT:	Jerry Crossler	Commissioner
	Eric Walker	Commissioner
	Stacey Plummer	Vice Chair
	Corey Fedie	CEO
	Kimberly Polanco	CFO
	Amanda Osborne	Human Resource Manager

ABSENT: John Kragt, Dan Duff

GUESTS: None

There were no community members present.

Stacey Plummer, Vice-Chair called the meeting to order at 8:25 a.m.

Commissioner Eric Walker asked to have Executive Session added to the agenda.

Corey Fedie, CEO gave an overview of the Strategic Plan.

Break from 10:20 a.m.-10:40 a.m.

Corey Fedie, CEO continued with reviewing the Strategic Plan.

Lunch Break from 12:00 p.m.-1:00 p.m.

Kim Polanco, CFO went over the 2023 Budget summary.

Regular meeting adjourned at 2:00 p.m.

The Board went into Executive Session at 2:05 p.m. to discuss RCW 42.30.110(g) Review the performance of a public employee. The estimated length of the session was 20 minutes. The Board came out of Executive Session at 2:23 p.m. There were no decisions made.

Commissioner Eric Walker made a motion to adjourn. Commissioner Jerry Crossler seconded. Motion passed.

The meeting adjourned at 2:24 p.m.

Respectfully submitted,
Kylie Buell, Executive Assistant

ADAMS COUNTY PUBLIC HOSPITAL DISTRICT NO. 2
East Adams Rural Hospital
903 S. Adams
Ritzville, WA 99169
Meeting of the Board of Commissioners
Public Hearing
November 10, 2022

PRESENT:	Eric Walker	Commissioner
	Stacey Plummer	Vice Chair
	Dan Duff	Commissioner/Secretary
	Corey Fedie	CEO
	Kimberly Polanco	CFO

ABSENT: John Kragt, Jerry Crossler

GUESTS: None

There were no community members present.

Vice-Chair Stacey Plummer called the meeting to order at 5:32 p.m.

Vice-Chair Stacey Plummer asked the public for any comment regarding the 2023 Budget. There were no members of the public in attendance.

Commissioner Eric Walker made a motion, seconded by Commissioner Dan Duff to adjourn the meeting. The motion passed.

The meeting adjourned at 5:35 p.m.

Respectfully submitted,
Kylie Buell, Executive Assistant



East Adams Rural Healthcare

903 South Adams
Ritzville, Washington 99169
509-659-1200

CNO Report to the Board

Board of Commissioners
East Adams Rural Healthcare
October 17th, 2022

October has brought much change to our facility with the addition of new staff, intensive EPIC training, and preparations for launching the mobile clinic. Clinical staff has had a huge task in attending multiple trainings while still maintaining business as usual and staffing shifts. Multicare and EPIC teams have been great partners in pushing through the last few weeks to make sure we met our timeline and went “live” on schedule. It has been a long and exhausting process and it is a relief to see the light at the end of the tunnel. Although the staff is fatigued, they are still excited for the launch of this new system and the continuity of care it will ultimately bring.

New nursing staff that have on-boarded include one full-time NAC and we welcomed back a previous employee to a PRN NAC position as well. Two more nurses from PPUSA have been interviewed and offered potential contracts and two local nurses are scheduled for interviews in November. The agency nurse that worked with us through October will be staying on in November to help with our EPIC transition, as she has prior EPIC experience and is assisting in training and additional floor support. CNO interviews have concluded over the last two weeks, and I am extremely pleased that we had three very strong candidates in the running for this position. As you can imagine, I am particularly invested in seeking an excellent candidate and am confident that whomever we on-board will bring positive changes to East Adams.

Our swing bed program has continued to be strong through October with an average census of 3.9 patients and 121 Medicare swing bed days for the month. This is an increase over year to date from an average of 1.6 from the previous nine months. We are continuing to pursue all referrals and following up with local patients that have been transferred out from our ER. Referrals continue to be few and far between, but we are hopeful with EPIC, marketing, and other small changes that we can increase our visibility and track where patients are going to increase this in the future.

Lastly, as we enter the holiday season I am confident we are making strides as a facility to implement long-lasting positive changes. I am thankful for a supportive team that I can rely on to help keep things moving forward even when everything has been hectic and chaotic at times. I am thankful especially to those staff members who have been flexible, helpful, and cheerful, as it truly makes my job a lot easier when our people are working together as a team. I feel hopeful that we are making progress as a facility and look forward to seeing how these changes are going to positively affect our staff and our community going forward.

Thank you for your continued support as I serve in this role.

Respectfully,

Jacqueline Mathis, Interim CNO

AMBULANCE RUNS OCTOBER 2022								
UNIT	TRANSPORT	EARH	REFUSAL/ NON- INJURY	CANCEL/ UTL	TREAT & RELEASE	OTHER FACILITY	LIFT ASSIST/ Standby	TOTAL
3		1		1				2
4	6	27	9	5		4		51
6			1					1
7		3	2	3				8
ALL	6	31	12	9		4		62
UNIT	STARTING MILEAGE	ENDING MILEAGE						TOTAL MILEAGE
3	90806	90913						107
4	163339	165108						1,769
6	58154	58206						52
7	24074	24624						550
ALL								2,478

2021 YTD Total 761 runs

2022 YTD Total runs **589**

77% Complete

Month 2021 49 runs

Month 2022 **62** runs

Increase/Decrease of +13 from

MUTAL AID SPRAGUE - 5 - 3-CANCELLED; 2-OTHER FACILITIES



East Adams Rural Healthcare

903 South Adams
Ritzville, Washington 99169
509-659-1200

CEO Report to the Board

Board of Commissioners
East Adams Rural Healthcare
November 16th, 2022

It's time to celebrate! This past weekend we successfully cut over to EPIC. We did and continue to have a number of challenges as expected, but overall we are off to a good start. The next few weeks will be the true trial. We will hopefully iron the majority of the issues out over this time with complete understanding that there are always challenges with technology. My communication with staff has been and will continue to be a message of continued understanding of these challenges and encouraging resiliance, patients and teamwork. Our time spent Sunday showed many cheerful staff that were learning together and truly having fun in the new environment. The EARH staff are amazing people that have stepped up to make us better so we can provide improved services for our community.

Budget season continues. We held a public budget session on November 10th. There were no members of the public in attendance. We will have the final review at the November 16th board meeting with approval needed at the regular December board meeting.

We have hired a Chief Nursing Officer. Her name is Charlene Morgan. She has over 30 years of nursing experience and over 10 years of experience as a Chief Nursing Officer. She joins us from Colfax WA and is originally from Louisiana. Her estimated start date is January 2nd. Jackie will continue in the interim role until then and help transition Charlene for a period after her arrival.

Lastly, we held a board retreat November 9th at Pillar Rock in Moses Lake to review and update the strategic plan as well as discussion about the budget in preparation for our final review at the November board meeting. It went very well and we will plan on a having this planning retreat going forward to ensure leadership is fully engaged in these processes.

As always, it is a privilege to serve the board and our community.

Respectfully,

Corey Fedie, CEO

Finance Committee Meeting Minutes

October 24, 2022

I. Call to order

Corey Fedie called the meeting of the Finance Committee for Adams County Public Hospital District #2 to order at 12:35 p.m.

II. In Attendance

Jerry Crossler, Board Member; Dan Duff, Board Member; Beverly Kelley, Volunteer Committee Member, Corey Fedie, CEO; Kim Polanco, CFO

Absent: Colene Hickman, Revenue Cycle Manager, Kelly Wiggins, Interim Revenue Cycle Manager

III. Review and Approve meeting minutes: September 2022

- a) See attached- Dan Duff moved to approve the August 2022 meeting minutes, Beverly Kelley seconded the motion, motion passed.

IV. Review Warrants and Vouchers: September 2022

- a) See attached- Dan Duff moved to approve, Jerry Crossler seconded the motion, motion passed.

V. Financial Statements: September 2022

- a) See Attached – Kim Polanco reported net a net gain of \$166,519 for the month and a net loss of (\$499,792) for the year. Due to a continued higher census of inpatient and swing bed-patients over the past couple of months along with Medicare collections, operations resulted in a gain of \$52,094, however year to date the operational loss is (\$1,644,594) with lower patient days earlier in the year and the higher cost in contract nursing and supplies.
- b) Kim Polanco briefly mentioned some major and unusual warrants issued in relation to the Epic Implementation. The committee requested additional information in the warrants report due to newer unfamiliar vendors which will be included next month.
- c) Kim Polanco commented on year to date expenses being within budget with the exception of contract staffing, medical supplies, and equipment for the Epic implementation..
- d) Corey Fedie noted the District is fortunate to be near breakeven or better by year end given the current healthcare environment. Information heard in state and regional calls report higher expenses and struggles in balancing with the market with an unknown future. The District won't relent, will continue to seek referrals, and keep on the path to help the bottom line. State and national reports also indicate an influx of repeat colds, flu, and other illness after hibernating and immune systems weakened over the past couple of years. We're here to serve the community and will continue to with connecting with partners in the area and in process improvement.

VI. Additional Information

- a) **2023 Budget Draft** - Kim presented the first draft of the budget delineating the framework for expectations in 2023. Inpatient admissions are budgeted at a consistent level with 2022 at an average daily census of 0.60, swing admissions are set at an increase of 13% with an average daily census of 2, and long term care at 2. Rural health clinic visits are budgeted to increase 15% with a full staff of providers, continuing with the gradual increase in new patients seen over the past couple of years. Expenses are budgeted at the current higher levels without an indication of a decrease in inflation at this point. A cost of living increase of 3% has been included, however management and the committee would like further discussion around this.

1) Adjourn

Dan Duff moved to adjourn, Jerry Crossler seconded. Meeting adjourned at 1:40 p.m.

Respectfully Submitted by Kim Polanco

DRAFT

FINANCE COMMITTEE AGENDA
Adams County Public Hospital District #2
November 14, 2022

- I. Call to Order
- II. Attendance
- III. Review/approve meeting minutes: October 2022
- IV. Review of Warrants & Vouchers: October 2022
- V. Financial Statements: October 2022
- VI. Additional Information
 1. 2023 Budget Draft
 2. Purchase Request
 3. Bonus Proposal
- VII. Adjourn

Finance Committee Meeting Minutes

November 14, 2022

I. Call to order

Corey Fedie called the meeting of the Finance Committee for Adams County Public Hospital District #2 to order at 12:34 p.m.

II. In Attendance

Jerry Crossler, Board Member; Dan Duff, Board Member; Beverly Kelley, Volunteer Committee Member, Corey Fedie, CEO; Kim Polanco, CFO

Absent: Colene Hickman, Revenue Cycle Manager, Kelly Wiggins, Interim Revenue Cycle Manager

III. Review and Approve meeting minutes: October 2022

- a) See attached- Dan Duff moved to approve October 2022 meeting minutes, Beverly Kelley seconded the motion, motion passed.

IV. Review Warrants and Vouchers: October 2022

- a) See attached- Dan Duff moved to approve, Jerry Crossler seconded the motion, motion passed.

V. Financial Statements: October 2022

- a) See Attached – Kim Polanco reported net a net gain of \$631,321 for the month and a net loss of (\$66,371) for the year. Net Patient Service Revenue includes an accrual for outstanding Medicare swing and inpatient stays as will be included each month going forward to more accurately recognize revenue. The swing bed census in October was 3.71 compared to 1.93 in September and 1.23 year to date. Kim reported cash on hand as 198 days stating due to the Epic implementation collections will likely slowdown temporarily in November and December.
- b) Corey Fedie talked briefly about the position of EARH as compared to other CAHs in the state and nationwide including those with surgery and the effect of the cost to charge ratio as the basis for payment.

VI. Additional Information

- a) **2023 Budget Draft** - Kim mentioned the changes to the budget discussed at the Board Retreat the prior week. Changes include previously mentioned increase in medical benefit expense and cost of living increases. The public budget hearing on November 10th resulted in no comments or questions from the public regarding the budget.

- b) **Purchase Request** – Corey presented a purchase request for a 2008 ambulance for \$42,000 delivered plus \$13,500 for paint and graphics. He stated one of the four ambulances the District owns will be delivered to the approved vendor in January for the remodel as approved in late 2021. Another ambulance needs repairs estimated to be \$46,127. The purchase request is urgent in that the District would like to ensure more than two ambulances are available at all times and with the remodel and repair happening in January, there's need for an addition to the fleet. The ambulance needing repair has an estimated salvage value of \$10,000.
- c) **Bonus Proposal** – The committee discussed options for a bonus for staff in 2022 as initially introduced at the Board Retreat. There was agreement among the committee members to issue a bonus, however different opinions for the structure. Corey Fedie will take into account the options and make a recommendation to the Board of Commissioners at the next board meeting.

1) Adjourn

Dan Duff moved to adjourn, Beverly Kelley seconded. Meeting adjourned at 1:35 p.m.

Respectfully Submitted by Kim Polanco

DRAFT

EARH	Check Number	Vendor Name	Check Date	Check Amount	Purpose
	64840	V00019--Adams County Development Council	10/05/22	\$ 100.00	Career Showcase Fee
	64841	V00027--AFLAC	10/05/22	\$ 924.88	Employee Benefits
	64842	V00615--Akins	10/05/22	\$ 67.43	Inpatient Dietary Expenses
	64843	V00056--AMERISOURCEBERGEN	10/05/22	\$ 12,986.50	Pharmaceuticals
	64844	V00640--Array Enterprises, Inc	10/05/22	\$ 4,468.75	Employee Annual Benefit
	64845	V00103--Bright Light Solutions	10/05/22	\$ 350.00	Advertising
	64846	V00123--CAREFUSION	10/05/22	\$ 2,324.16	Pharmaceutical Dispensing (Pyxis) Expense
	64847	V00606--Columbia Bank	10/05/22	\$ 11,716.33	Business Credit Cards
	64848	V00144--Columbia Basin Media Group	10/05/22	\$ 1,177.85	Advertising
	64849	V00166--DATAPRO SOLUTIONS INC	10/05/22	\$ 748.30	IT Network Administrator
	64850	V00610--DeliverHealth	10/05/22	\$ 5,220.00	EPIC Project Manager
	64851	V00194--EAP Consulting L.L.C.	10/05/22	\$ 4,550.00	IT Consultant (Director)
	64852	V00196--EARTH INSURANCE & PENSION	10/05/22	\$ 20,057.06	403(b) Contributions - Employee/Employer
	64853	V00212--Family Support Registry	10/05/22	\$ 92.76	Garnishments
	64854	V00216--FEDERAL EXPRESS CORP	10/05/22	\$ 5.81	Postage
	64855	V00217--Fedie, Corey	10/05/22	\$ 331.00	Employee Reimbursement
	64856	V00608--Gilmore, Pamela	10/05/22	\$ 67.50	Employee Reimbursement
	64857	V00595--Health Carousel	10/05/22	\$ 16,340.50	Contract Nursing
	64858	V00253--Hospital Services Corporation	10/05/22	\$ 1,343.95	Provider Credentialing/Payer Enrollment
	64859	V00633--Hunt, Dorcey	10/05/22	\$ 401.57	Employee Reimbursement
	64860	V00274--Jackson Physician Search	10/05/22	\$ 2,500.00	Recruiter
	64861	V00639--Jo Ann Miller	10/05/22	\$ 210.00	Employee Reimbursement
	64862	V00625--Larmer, Sarah	10/05/22	\$ 45.50	Employee Reimbursement
	64863	V00308--LINCOLN HOSPITAL DIST #3	10/05/22	\$ 700.00	COVID Test Kits
	64864	V00642--Medbridge, Inc	10/05/22	\$ 1,452.61	Therapy Staff Continuing Education
	64865	V00641--Merrick, Scott	10/05/22	\$ 12.13	Employee Reimbursement
	64866	V00375--OMNI STAFFING SERVICES, INC.	10/05/22	\$ 23,085.99	Contract Nursing
	64867	V00383--Pacific Office Automation INC	10/05/22	\$ 108.00	Multi-purpose machines
	64868	V00396--Performance Health Supply, Inc	10/05/22	\$ 60.08	Medical Supplies
	64869	V00400--PETTY CASH - C	10/05/22	\$ 25.00	Supplies
	64870	V00600--Reflex Protect	10/05/22	\$ 754.63	Safety Training
	64871	V00440--RITZVILLE JOURNAL	10/05/22	\$ 4,117.00	Advertising
	64872	V00463--Samaritan Healthcare	10/05/22	\$ 151.00	Contracted Blood Testing
	64873	V00474--SKILL SURVEY INC.	10/05/22	\$ 1,050.00	Staff Education
	64874	V00638--SunRX	10/05/22	\$ 26,730.00	Annual 340(b) Program Pharmacy Contract
	64875	V00637--Triyam	10/05/22	\$ 16,656.00	Legacy EMR Subscription

Check Number	Vendor Name	Check Date	Check Amount	Purpose
64876	V00536--US Foods	10/05/22	\$ 3,604.74	Inpatient Dietary Expenses
64877	V00541--VIAVANT, PETER	10/05/22	\$ 5,625.00	Emergency Room Provider
64878	V00561--WASHINGTON STATE HOSPITAL ASSOCIA	10/05/22	\$ 2,525.00	CAH License
64879	V00578--WHEAT LAND COMMUNITIES' FAIR	10/05/22	\$ 150.00	Advertising
64880	V00030--A-L COMPRESSED GASES	10/17/22	\$ 452.73	Medical Supplies
64881	V00009--ABILITY NETWORK INC	10/17/22	\$ 1,170.26	Billing Expense
64882	V00043--Amanda Osborne	10/17/22	\$ 182.50	Employee Reimbursement
64883	V00071--AT&T Mobility	10/17/22	\$ 465.51	Communications
64884	V00075--Avanos Medical, Inc.	10/17/22	\$ 14,792.44	Pain Management Service Supplies
64885	V00077--AVISTA UTILITIES	10/17/22	\$ 5,261.80	Utilities
64886	V00078--Backus Marketing & Design	10/17/22	\$ 1,266.00	Marketing
64887	V00084--BAXTER HEALTHCARE CORP	10/17/22	\$ 489.40	Medical Supplies
64888	V00105--BRONCO FARM SUPPLY	10/17/22	\$ 1,768.30	Plant Operation Expenses
64889	V00114--CAMPBELL'S RESORT & CONFERENCE CT	10/17/22	\$ 3,543.76	Administration Retreat
64890	V00131--CENTURYLINK	10/17/22	\$ 5,405.71	Inpatient and Call House Telecommunications
64891	V00139--COBRA Management Services, LLC	10/17/22	\$ 288.00	Employee Medical Expense
64892	V00144--Columbia Basin Media Group	10/17/22	\$ 1,039.20	Advertising
64893	V00166--DATAPRO SOLUTIONS INC	10/17/22	\$ 654.51	IT Network Administrator
64894	V00183--DINGUS, ZARECOR & ASSOCIATES PLLC	10/17/22	\$ 4,000.00	Auditors
64895	V00196--EARH INSURANCE & PENSION	10/17/22	\$ 16,040.00	403(b) Contributions - Employee/Employer
64896	V00199--ECOLAB	10/17/22	\$ 91.26	Laundry Expense
64897	V00203--EMPLOYEE FUND	10/17/22	\$ 85.00	Staff Donations
64898	V00212--Family Support Registry	10/17/22	\$ 92.76	Garnishments
64899	V00213--FARMER BROS CO	10/17/22	\$ 145.62	Dietary Expense
64900	V00217--Fedie, Corey	10/17/22	\$ 283.54	Employee Reimbursement
64901	V00220--FIRST CHOICE HEALTH	10/17/22	\$ 62.40	Billing Expense
64902	V00221--FISHER HEALTHCARE	10/17/22	\$ 27,255.37	Lab Supplies
64903	V00223--FREDERICK, KARI	10/17/22	\$ 318.00	Employee Reimbursement
64904	V00224--Fukuda Denshi	10/17/22	\$ 27,720.41	EKG EPIC Interface Expenses
64905	V00234--Gretchen Millard	10/17/22	\$ 150.00	Registered Dietician
64906	V00251--Holistic Pain Management of Colorado LLC	10/17/22	\$ 54,840.00	Pain Management Service
64907	V00274--Jackson Physician Search	10/17/22	\$ 2,500.00	Recruiter
64908	V00294--KINNEY, RONI	10/17/22	\$ 36.15	Employee Reimbursement
64909	V00305--Life Flight Network Foundation	10/17/22	\$ 144.00	Life Flight Employee Expense
64910	V00316--LocalTel Communications	10/17/22	\$ 209.70	Broadband Expense
64911	V00320--M&M HARRISON ELECTRIC CO.	10/17/22	\$ 1,660.09	Plant Operation Expenses
64912	V00326--MCKESSON	10/17/22	\$ 2,592.60	Medical Supplies

Check Number	Vendor Name	Check Date	Check Amount	Purpose
64913	V00332--MEDICATION REVIEW	10/17/22	\$ 7,782.35	Pharmacy Management
64914	V00336--MedWorxs	10/17/22	\$ 1,576.00	Tech Time Payroll Expense
64915	V00356--NextGen	10/17/22	\$ 13,923.30	Clinic EMR
64916	V00381--OWENS & MINOR	10/17/22	\$ 289.44	Medical Supplies
64917	V00621--Pacific Office Automation	10/17/22	\$ 81.95	Multi-purpose machines
64918	V00383--Pacific Office Automation INC	10/17/22	\$ 1,433.88	Multi-purpose machines
64919	V00393--PC Connection Sales Corporation	10/17/22	\$ 1,393.46	Computer Replacements
64920	V00423--QuadraMed	10/17/22	\$ 2,934.36	Hospital EMR
64921	V00599--RicoH	10/17/22	\$ 239.76	Copy Machines
64922	V00430--RICOH USA INC	10/17/22	\$ 886.84	Copy Machines
64923	V00439--RITZVILLE HARDWARE	10/17/22	\$ 276.91	Plant Operation Expenses
64924	V00440--RITZVILLE JOURNAL	10/17/22	\$ 2,399.00	Advertising
64925	V00468--SENSKE	10/17/22	\$ 140.40	Pest Control
64926	V00487--STAPLES	10/17/22	\$ 341.97	Office Supplies
64927	V00517--Todd Nida	10/17/22	\$ 1,105.68	Employee Reimbursement
64928	V00603--Town and Country Advertising	10/17/22	\$ 77.00	Advertising
64929	V00518--Travelers CL Remittance Center	10/17/22	\$ 1,976.84	Business Package/Auto Insurance
64930	V00523--ULINE	10/17/22	\$ 1,326.95	Plant Operation Expenses
64931	V00626--US Bank Equipment Finance	10/17/22	\$ 151.42	Printers
64932	V00030--A-L COMPRESSED GASES	10/24/22	\$ 513.47	Medical Supplies
64933	V00012--Access Information Protected	10/24/22	\$ 182.26	Shreddign Service
64934	V00615--Akins	10/24/22	\$ 186.21	Inpatient Dietary Expenses
64935	V00040--ALSCO	10/24/22	\$ 1,594.59	Laundry Service
64936	V00056--AMERISOURCEBERGEN	10/24/22	\$ 10,724.32	Pharmaceuticals
64937	V00647--Asset Protection Unit, Inc	10/24/22	\$ 1,386.85	United of Omaha Insurance Refund
64938	V00077--AVISTA UTILITIES	10/24/22	\$ 8,541.85	Utilities
64939	V00103--Bright Light Solutions	10/24/22	\$ 350.00	Advertising
64940	V00116--Canon Medical Systems	10/24/22	\$ 6,290.55	Radiology Maintenance Contract
64941	V00120--Caravan Health	10/24/22	\$ 2,500.00	Accountable Care Organization
64942	V00614--CellNetix Pathology, PLLC	10/24/22	\$ 1,600.00	Lab Pathology and Quality Oversight Contract
64943	V00137--Clearwater Springs	10/24/22	\$ 239.71	Water Cooler Expense
64944	V00643--Columbia Basin Striping	10/24/22	\$ 2,851.20	Plant Operations Grounds Paint/Striping
64945	V00152--CONTROL SOLUTIONS, INC	10/24/22	\$ 116.66	Vaccine Refrigerator Repair
64946	V00194--EAP Consulting L.L.C.	10/24/22	\$ 4,550.00	IT Consultant (Director)
64947	V00196--EARH INSURANCE & PENSION	10/24/22	\$ 5,000.00	Employee Medical Expense
64948	V00215--Fasthealth	10/24/22	\$ 325.00	Human Resources Online Application Subscription
64949	V00256--Huron Consulting Services, LLC	10/24/22	\$ 5,606.24	Leadership/Provider Education Platform

Check Number	Vendor Name	Check Date	Check Amount	Purpose
64950	V00264--INLAND IMAGING BUSINESS ASSOCIATES	10/24/22	\$ 2,027.20	Radiology Expense
64951	V00289--KD Consulting	10/24/22	\$ 1,564.30	Marketing
64952	V00644--Kylie Buell	10/24/22	\$ 155.00	Employee Reimbursement
64953	V00296--L & I Elevator Section	10/24/22	\$ 163.40	Elevator - Annual Operating Certificate Insp/Fee
64954	V00297--Laboratory Corporation of America Holdings	10/24/22	\$ 12,122.11	Lab Testing/Results Expense
64955	V00347--MultiMedical Systems, LLC	10/24/22	\$ 1,273.22	Biomedical Equipment Inspection
64956	V00359--NORCO INC	10/24/22	\$ 242.67	Oxygen Concentrator Expense
64957	V00367--Nuance Communications, Inc	10/24/22	\$ 291.61	Dragon Medical - Provider Dictation
64958	V00382--OXARC	10/24/22	\$ 52.76	Liquid Nitrogen
64959	V00646--PARAREV	10/24/22	\$ 4,500.00	Revenue Integrity and Market Pricing Consultant
64960	V00400--PETTY CASH - C	10/24/22	\$ 19.99	Supplies
64961	V00401--PHD UNEMPLOYMENT COMPENSATION	10/24/22	\$ 1,136.00	WA Unemployment Expense
64962	V00402--PHD WORKERS COMPENSATION	10/24/22	\$ 2,752.00	WA Workers Compensation Expense
64963	V00436--RITZVILLE DRUG	10/24/22	\$ 1.77	Pharmaceuticals
64964	V00443--RITZVILLE PARTS HOUSE INC	10/24/22	\$ 33.03	Plant Operation Expenses
64965	V00445--RITZVILLE TIRE COMPANY	10/24/22	\$ 167.32	Plant Operation Expenses
64966	V00446--RITZVILLE, CITY OF	10/24/22	\$ 3,660.94	Water Expense
64967	V00458--Sage Intact	10/24/22	\$ 34,881.84	Accounting System Annual Expense
64968	V00463--Samaritan Healthcare	10/24/22	\$ 193.00	Contracted Blood Testing
64969	V00468--SENSKE	10/24/22	\$ 140.40	Pest Control
64970	V00480--SPHC Service	10/24/22	\$ 415.70	Plumbing & Heating Maintenance
64971	V00603--Town and Country Advertising	10/24/22	\$ 77.00	Advertising
64972	V00536--US Foods	10/24/22	\$ 2,007.85	Dietary Expense
64973	V00542--Vitalant	10/24/22	\$ 1,620.00	Blood and Platelets Medical Expense
64974	V00568--WASHTUCNA, TOWN OF	10/24/22	\$ 186.52	Water Expense
64975	V00573--Werfen USA LLC	10/24/22	\$ 507.88	Lab Supplies
64976	V00579--WHIT	10/24/22	\$ 16,004.16	Employee Medical/Dental/Vision
64977	V00030--A-L COMPRESSED GASES	10/28/22	\$ 184.36	Medical Supplies
64978	V00027--AFLAC	10/28/22	\$ 924.88	Employee Benefits
64979	V00040--ALSCO	10/28/22	\$ 665.87	Laundry Service
64980	V00601--Basic Benefits	10/28/22	\$ 50.00	Employee Benefits
64981	V00105--BRONCO FARM SUPPLY	10/28/22	\$ 1,841.24	Plant Operation Expenses
64982	V00133--Change Healthcare	10/28/22	\$ 421.26	Billing Expense
64983	V00606--Columbia Bank	10/28/22	\$ 11,965.29	Business Credit Cards
64984	V00166--DATAPRO SOLUTIONS INC	10/28/22	\$ 34,360.82	IT Network Administrator
64985	V00179--Dept of Health	10/28/22	\$ 4,400.00	Annual Hospital License Fee
64986	V00191--DT Micro	10/28/22	\$ 1,155.00	Internet Access

Check Number	Vendor Name	Check Date	Check Amount	Purpose
64987	V00192--DTG Medical Electronics, Inc.	10/28/22	\$ 105.04	IT Supplies
64988	V00196--EARTH INSURANCE & PENSION	10/28/22	\$ 16,098.03	403(b) Contributions - Employee/Employer
64989	V00199--ECOLAB	10/28/22	\$ 94.90	Laundry Expense
64990	V00212--Family Support Registry	10/28/22	\$ 92.76	Garnishments
64991	V00220--FIRST CHOICE HEALTH	10/28/22	\$ 10.58	Billing Expense
64992	V00221--FISHER HEALTHCARE	10/28/22	\$ 5,371.57	Lab Supplies
64993	V00648--G&M Love & Care Staffing LLC	10/28/22	\$ 3,497.56	Contract Nursing
64994	V00608--Gilmore, Pamela	10/28/22	\$ 67.77	Employee Reimbursement
64995	V00236--Grove Menus Inc	10/28/22	\$ 55.00	Inpatient Menu Subscription
64996	V00595--Health Carousel	10/28/22	\$ 22,238.50	Contract Nursing
64997	V00633--Hunt, Dorcey	10/28/22	\$ 285.55	Employee Reimbursement
64998	V00645--Integrative Health Centers, Inc	10/28/22	\$ 380.00	Behavioral Health Telehealth Provider
64999	V00277--Johnson Law Group	10/28/22	\$ 2,500.00	Legal Counsel
65000	V00281--Julietta Shapiro	10/28/22	\$ 895.00	Employee Reimbursement
65001	V00625--Larmer, Sarah	10/28/22	\$ 68.25	Employee Reimbursement
65002	V00641--Merrick, Scott	10/28/22	\$ 56.26	Employee Reimbursement
65003	V00345--MRI MOBILE	10/28/22	\$ 13,377.74	MRI Medical Expense
65004	V00356--NextGen	10/28/22	\$ 5,429.77	Clinic EMR Provider Licensing
65005	V00375--OMNI STAFFING SERVICES, INC.	10/28/22	\$ 19,434.37	Contract Nursing
65006	V00381--OWENS & MINOR	10/28/22	\$ 2,728.36	Medical Supplies
65007	V00621--Pacific Office Automation	10/28/22	\$ 104.98	Multi-purpose machines
65008	V00620--Providence	10/28/22	\$ 575.00	Telehealth Membership Fee
65009	V00422--Quadient Finance USA, Inc	10/28/22	\$ 274.00	Postage
65010	V00423--QuadraMed	10/28/22	\$ 5,868.72	Hospital EMR Licenses
65011	V00430--RICOH USA INC	10/28/22	\$ 346.30	Copy Machines
65012	V00439--RITZVILLE HARDWARE	10/28/22	\$ 646.94	Plant Operation Expenses
65013	V00443--RITZVILLE PARTS HOUSE INC	10/28/22	\$ 567.10	Plant Operation Expenses
65014	V00612--United Healthcare	10/28/22	\$ 48,009.47	Employee Medical Premiums
65015	V00604--Verberne, Neil	10/28/22	\$ 8.63	Employee Reimbursement
65016	V00540--VERIZON WIRELESS	10/28/22	\$ 1,291.86	Cell Phone Expense
65017	V00541--VIAVANT, PETER	10/28/22	\$ 12,000.00	Emergency Room Provider
65018	V00578--WHEAT LAND COMMUNITIES' FAIR	10/28/22	\$ 1,000.00	Advertising
			\$ 744,386.87	



East Adams Rural Healthcare

903 South Adams
Ritzville, Washington 99169
509-659-1200

CFO Report to the Board
Board of Commissioners
East Adams Rural Healthcare
November 14, 2022

OCTOBER 2022 FINANCIAL OVERVIEW

October Financial Status

East Adams Rural Healthcare's October business resulted in a Net Gain of \$631,321 for the month and Net Loss of (\$66,371) for the year. Operations resulted in a gain of \$529,788 for the month and a loss of (\$1,299,009) for the year. The District has 198 days cash on hand.

Accounts Receivable

Gross Patient AR decreased \$20,395 or 0.4%. Net Patient AR decreased \$504,660 or 24%. Gross Accounts Receivable Days decreased from 141 to 134. Net Patient Accounts Receivable Days decreased from 75 to 73. Accounts receivable over 120 days remained at 39%.

Expenses

October expenses were \$1,169,980, 15% over budget. Year to date expenses are 11% over budget. The increase in expenses continues to be primarily due to higher contract nursing expense along with some equipment purchases for the mobile clinic and replacement of other hospital equipment which are both funded through grants.

Best Regards,

Kimberly Polanco, CHFP



ADAMS COUNTY PUBLIC HOSPITAL DISTRICT NO. 2
EAST ADAMS RURAL HEALTHCARE & DISTRICT CLINICS
STATISTICS

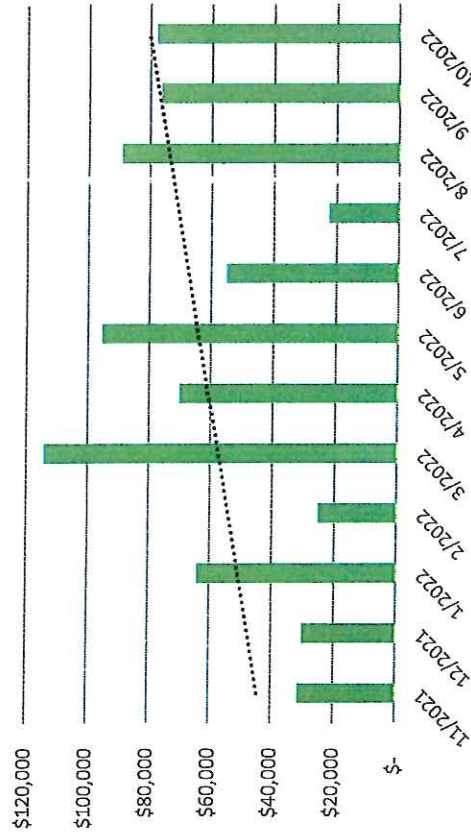
	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul 22	Aug 22	Sep 22	Oct 22	Year To Date		% Change from Prior Year	
													Last Year	Current		
Days In Period	30	31	31	28	31	30	31	30	31	31	30	31	304	304	30,45	
Admits	6	2	5	4	3	6	4	2	4	5	5	4	9	43	4.08	378%
Discharges	5	3	5	3	3	6	3	4	4	7	7	4	7	42	4.09	500%
Patient Days	16	8	26	23	5	16	22	10	17	16	26	12	27	173	16.45	541%
Average LOS per Discharge	3.20	2.67	5.20	7.67	1.67	2.67	7.33	2.50	4.25	5.33	3.71	3.00	3.86	4.12	4.18	7%
Average Daily Census	0.53	0.26	0.84	0.82	0.16	0.53	0.71	0.33	0.55	0.52	0.67	0.39	0.09	0.57	0.54	541%
Laboratory Billable Tests	1,398	1,375	1,794	1,438	1,384	1,335	1,220	1,375	1,483	1,345	1,600	1,522	12,111	14,476	1,441	20%
EKG Charges	35	66	26	42	54	35	35	45	49	86	69	58	407	499	51	23%
X-rays	112	126	141	114	113	117	121	149	115	108	156	135	1,063	1,269	127	19%
CT Scans	50	78	64	41	40	77	36	67	54	57	88	65	465	589	61	27%
MRI Scans	5	7	4	9	3	14	5	3	6	7	10	8	52	69	7	33%
ULTRASOUND Scans	20	23	30	18	27	30	12	16	13	4	22	26	153	198	20	29%
Pain Management Procedures	19	23	26	23	35	25	28	36	33	25	44	34	143	309	30	
ER Visits	62	176	90	104	84	101	70	61	113	122	99	81	932	925	100	-1%
Ambulance Runs	52	93	70	46	49	70	44	62	67	60	59	62	616	589	62	-4%
Skilled Swing Days	80	78	5	15	33	28	9	32	42	35	58	118	473	375	44	-21%
Skilled Average Daily Census	2.87	1.52	0.81	0.54	1.06	0.93	0.29	1.03	1.35	1.13	1.93	3.71				
Non-Skilled Swing Days	48	31	60	96	108	109	84	93	90	86	60	62	606	335	80	-45%
Observation Hours	275	70	128	265	189	196	27	24	73	195	259	139	799	1,495	142	87%
Observation Days	11.46	2.92	5.33	11.04	7.88	8.17	1.13	1.00	3.04	8.13	10.79	5.79	33.29	62.29	5.9	87%
Physical Therapy Treatments	844	779	498	518	738	682	733	456	454	559	550	528	6,282	5,716	590	-9%

EARH Revenue Collections

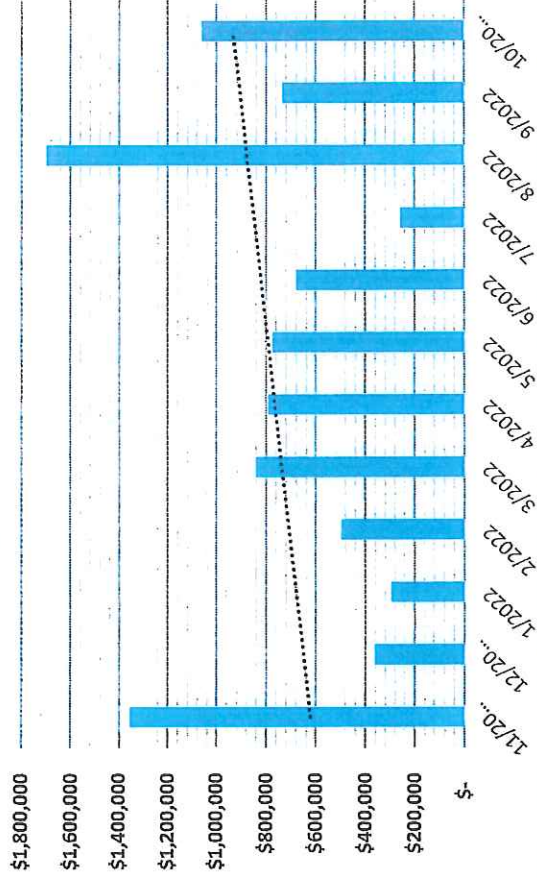
12 Month Trend

Month/Year	Total Deposits	Clinic	Hospital	Grants/Other	COVID Funds
11/2021	\$ 1,540,730	\$ 31,280	\$ 1,354,015	\$ 25,827	\$ 129,608 (CARES Act Phase 4)
12/2021	\$ 819,851	\$ 30,053	\$ 361,866	\$ 427,932	\$ -
1/2022	\$ 646,179	\$ 63,810	\$ 294,334	\$ 272,147	\$ 15,889 (CARES Act Phase 4)
2/2022	\$ 648,252	\$ 25,189	\$ 497,656	\$ 125,407	\$ -
3/2022	\$ 1,112,421	\$ 113,944	\$ 841,596	\$ 156,881	\$ -
4/2022	\$ 931,309	\$ 69,707	\$ 790,282	\$ 71,319	\$ -
5/2022	\$ 923,732	\$ 95,004	\$ 773,803	\$ 54,924	\$ -
6/2022	\$ 901,380	\$ 54,838	\$ 677,329	\$ 169,213	\$ -
7/2022	\$ 317,038	\$ 22,297	\$ 255,452	\$ 39,289	\$ -
8/2022	\$ 1,815,105	\$ 88,959	\$ 1,693,890	\$ 32,256	\$ -
9/2022	\$ 880,920	\$ 76,139	\$ 733,380	\$ 71,400	\$ -
10/2022	\$ 1,151,127	\$ 77,711	\$ 1,059,172	\$ 14,243	\$ -

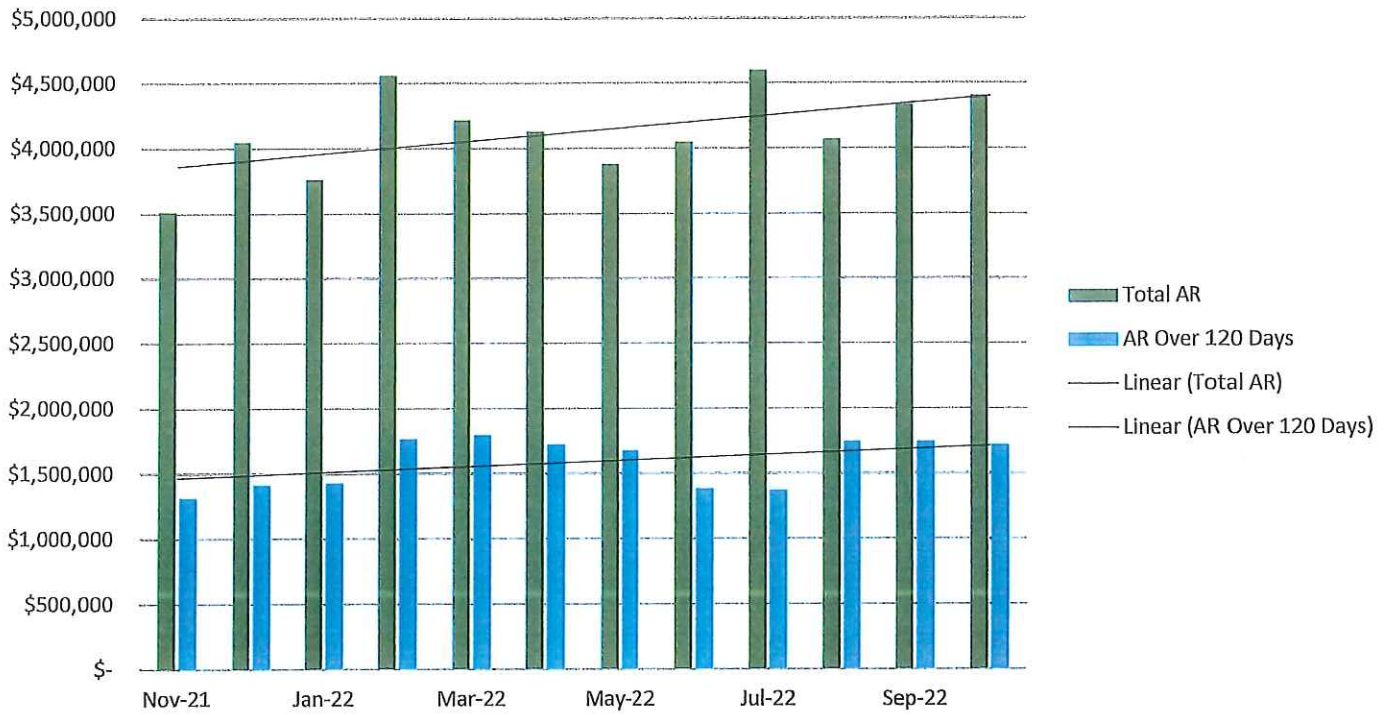
EARH Clinic Revenue Collected



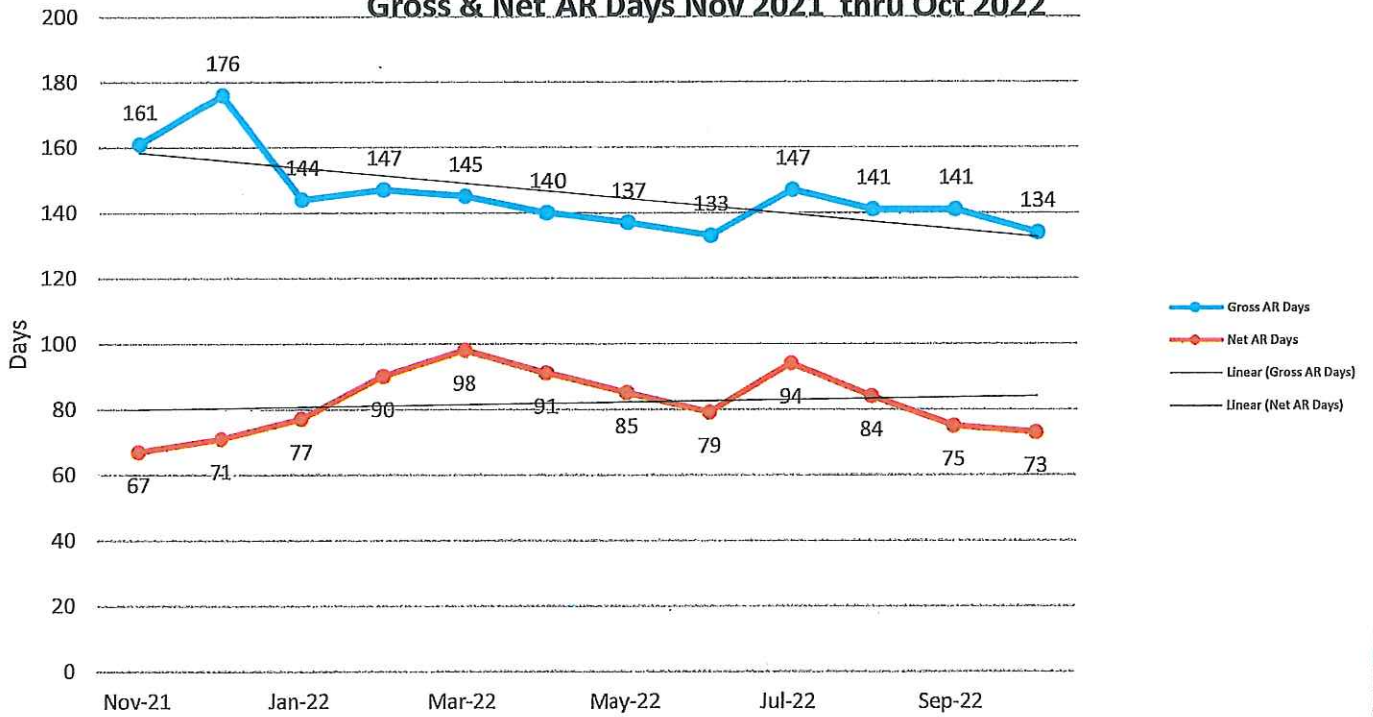
EARH Hospital Revenue Collected



EARH Gross AR Balances Over 120 Days 12 Month Trend Ending October 2022



Gross & Net AR Days Nov 2021 thru Oct 2022





East Adams Rural Healthcare

VOUCHER CERTIFICATION AND APPROVAL

I, THE UNDERSIGNED SUPERINTENDENT, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED AND THE LABOR PERFORMED AS DESCRIBED HEREIN AND THAT THE CLAIMS ARE JUST AND PAID OBLIGATIONS BY ADAMS COUNTY PUBLIC HOSPITAL DISTRICT NO. 2 AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIMS.

COREY FEDIE, SUPERINTENDENT

WARRANTS AUDITED AND CERTIFIED BY THE SUPERINTENDENT HAVE BEEN RECORDED ON THE ATTACHED LISTING.

WE, THE UNDERSIGNED BOARD OF DIRECTORS OF ADAMS COUNTY PUBLIC HOSPITAL DISTRICT NO. 2, ADAMS COUNTY, WASHINGTON, DO APPROVE THOSE WARRANTS INCLUDED IN THE ATTACHED LIST AND FURTHER DESCRIBED AS ACCOUNTS PAYABLE WARRANTS #064840 THROUGH #065018 IN THE AMOUNT OF \$744,386.87 AND AN ADDITIONAL \$388,281.68 FOR PAYROLL DIRECT DEPOSITS AND \$136,576.81 FOR PAYROLL TAX DEPOSITS.

SIGNED THIS 17TH DAY OF NOVEMBER 2022:

ERIC WALKER, COMMISSIONER

JOHN KRAGT, CHAIRMAN

STACEY PLUMMER, VICE CHAIRMAN

JERRY CROSSLER, COMMISSIONER

DAN DUFF, SECRETARY/COMMISSIONER



East Adams Rural Healthcare

CAPITAL PURCHASE REQUEST FORM

SECTION I

Date: 10/24/2022 **Request is for:** Budgeted Item Non-Budgeted Item

Department: Emergency Medical Services

Item Requested: 2008 GMC 4500 class I Ambulance

Item Description: 2008 GMC Medium Duty 6.6 Liter Diesel: 78,000 miles, Duramax motor with Allison transmission. Leader Ambulance conversion, made in California Ex Poway, CA Fire Dept rig. Well-maintained. Zico hydraulic Oxygen Lift. Big Box- 168" module and 72" Headroom. Backup Camera. GoLight motorized spotlight on roof. OEM air ride system (good) with air horns. Photos can be provided. Excellent condition.

Reasons: Regulation New Technology
(Check One) Addition to Existing Services New Services
 Replacement Remodel
 Physician Request Physician Name: _____

Explanation: Ambulance #966, 2006 Ford van class III is in very bad condition. 6.0 engine is very weak, main chassis wiring harness has a bad short and continues to cause relay, fuse and light burn out MAJOR fire hazard and renders the vehicle unusable due to this issue. Has been to Ford dealership 3 times for repair and short cannot be located, will require box removal to repair. Concern is that ambulance #964 goes in for a total "refit" and new cab chassis in January 2023 and will be out for 45-90 days. This leaves us with only the lightweight Sprinter ambulance. We need this replacement for our service to maintain 2 working ambulances.

If Replacement: Age/Purchase date of current equipment 2006

Priority Utilization: Urgent Essential Emergency Replacement Desirable

Usage per: 1-10 Day _____ Week _____ Month _____ Year

Present Utilization: Daily Projected Utilization: Daily

Space: Is there adequate space in your dept for this new equip.? Yes No

Special Requirements: Humidity Temperature Ventilation Electricity
 Cabling Plumbing Space Training

Alternative to Purchase: What alternatives to purchase have been explored?

Justification: New Revenue
 Cost Savings
 No \$ Change
 Efficient workflow
 Faster access to data
 Increased quality of patient care
 Increased patient satisfaction
 Increased employee satisfaction
 Increased community image

Item Requested (cont): _____

SECTION II

Quotes received from the following vendors:

Vendor	Quoted Price	Date
Sawtooth EV	\$42,000.00 Delivered less \$10,000 for Trade-In of 2006 Ford ambulance	

A minimum of two quotes is required. **No others available as used in this condition**

SECTION III

Cost: Purchase Price: \$42,000
Removal of old Equipment: (\$10,000)
Site Preparation: _____
Maintenance Contracts: _____
(# of months of fiscal year not covered by warranty * monthly cost of contract)
Startup Supplies + 1 year: _____
Training: _____

Installation (New Paint & Graphics): \$13,500

Estimated tax and freight: \$4,500

Total Cost of Purchase: \$50,000

**Calculation of Annual Savings
Or New Revenue:** _____

Item Payback: Item Cost/Annual Cost Savings or New Revenue = _____

FTE'S: Additional FTE's needed to operate equipment: _____

Manager Roni Kinney/Todd Nida **Administrative Team Leader** _____

Administrative Approval:

CFO _____
Signature Date

CEO _____
Signature Date

Board Approval:

Finance Committee: _____
Signature Date

Board Signature: _____
Signature Date