

ADAMS COUNTY PUBLIC HOSPITAL DISTRICT #2
Meeting of the Board of Commissioners
August 23, 2023
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 July 26, 2023
Approval of Minutes-Board Education August 4, 2023
- 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 – June/July
 - (2) Approval of Warrants and Vouchers
 - ii) Building Committee
 - iii) Compliance Committee
- IX) Old Business
- X) New Business
 - i) 2021-2023 Strategic Plan update
- XI) Public Comment
- XII) Executive Session;
- XIII) Next Board Meeting September 27, 2023 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
July 26, 2023

PRESENT:	John Kragt	Board Chairman
	Eric Walker	Commissioner
	Stacey Plummer	Vice Chair
	Dan Duff	Commissioner/Secretary
	Matt Kubik	Commissioner
	Corey Fedie	CEO
	Renee Taylor	Interim CFO
	Nelson McKay	Chief of Staff
	Charlene Morgan	CNO
	Matt Gosman	CFO

GUESTS: Jared Oscarson

There were seven community members present.

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

INTRODUCTIONS- None

ADDITIONS AND CORRECTIONS

Vice-Chair, Stacey Plummer asked for an EMS update. Board Chair, John Kragt put it on the agenda before Med Staff report. CEO, Corey Fedie added Resolution 23-07 under new business.

PUBLIC COMMENT-None

APPROVAL OF MINUTES

The June 28 Board meeting minutes were presented. Commissioner Dan Duff made a motion to approve the June 28 Board meeting minutes. Vice-Chair Stacey Plummer seconded. The motion passed unanimously.

CONSENT AGENDA

Board Chair, John Kragt, polled the Board if they would like anything off the consent agenda moved to the regular agenda. Vice-Chair Stacey Plummer requested EMS report be moved to the regular agenda.

COMMITTEE REPORTS

Finance Committee-

CFO REPORT – See attached

Renee Taylor, Interim CFO reported May was a very good month with good service levels. She anticipates that there will be a dip in June. Renee explained that the process of billing can be a lengthy process. If a claim is sent out and rejected, it takes about two weeks and then it has to be sent back, corrected and resubmitted. With the recent update glitch, it sent all of those claims back. May had a total net income of \$ 941,799 up \$233,226 over April. Corey explained that volumes and revenues are up. We are having a good business year, bad cash flow. AR days are up as expected. Commissioner Eric Walker asked how long it will take for all of the issues to be identified and fixed. Corey explained that typically within the first six months all major issues are found and fixed. We are currently at nine months since go live and we are still finding some major issues. Corey has a meeting scheduled for tomorrow morning with the key players of Multi-Care and some of our staff for a focus group. Corey explained the reasoning behind the need for the resolution that is being presented tonight. Board Chair John Kragt asked how long it will take for the collections to come in from the claims that were resubmitted. Matt Gosman said it will be 2-3 weeks before we start to see any revenue from those claims. Matt shared that he is very optimistic that we will start seeing a steady revenue. Corey addressed the board about paying back the reserve funds. Corey explained that even if we get the collections from the claims, full transparency, we would still need the additional funds to have the safety net for the next couple of months. Once we start hitting our benchmarks we will start paying it back. Corey expressed his gratitude to the board for putting the sale of the nursing home funds in the reserve account. Renee thanked the board, leadership and staff for all of their help and support while she was here.

WARRANTS & VOUCHERS

Commissioner Dan Duff presented the following warrants for approval Accounts Payable Warrants #066147 to #066308 for \$613,770.08. Commissioner Eric Walker made a motion to approve. Commissioner Matt Kubik seconded. Motion passed unanimously.

BUILDING COMMITTEE- Nothing to report

COMPLIANCE COMMITTEE- Nothing to report

OLD BUSINESS-None

NEW BUSINESS

Executive Assistant, Kylie Buell asked board members to arrive at the next board meeting 30 minutes early so we can get new photos for the new website.

Commissioner Dan Duff read aloud Resolution 23-07 requesting a fund transfer in the amount of \$520,000.00 from the depreciation account to the general operating account for operating expenses. Commissioner Eric Walker made a motion to approve Resolution 23-07 as read. Vice-Chair Stacey Plummer seconded. The motion passed unanimously.

PUBLIC COMMENT-None

ADAMS COUNTY PUBLIC HOSPITAL DISTRICT NO. 2
 East Adams Rural Hospital
 903 S. Adams
 Ritzville, WA 99169
 Special Meeting of the Board of Commissioners
 August 4, 2023

PRESENT:	John Kragt	Board Chair
	Stacey Plummer	Vice-Chair
	Eric Walker	Commissioner
	Dan Duff	Commissioner/Secretary
	Matt Kubik	Commissioner
	Corey Fedie	CEO
	Charlene Morgan	CNO
	Amanda Osborne	HR Manager

Guest: Sandy Johnson

There were no members of the public present.

John Kragt, Board Chair, called the meeting to order at 8:16 a.m.

Charlene Morgan, CNO presented the board with a staffing model for nurses and NAC's. She also shared a list of changes that have been made in nursing since her arrival in January.

Sandy Johnson presented education to the board, discussed medical staff and provided suggestions for information that should be included in annual reports.

Corey Fedie, CEO discussed the Strategic Plan. He reported that we will potentially hire a consultant first quarter of 2024. Board Chair John Kragt asked when the board will receive a Master Plan update. Corey said that he is hoping to have an update by September and present to the board in September or October.

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

The meeting was adjourned at 12:36 p.m.

Respectfully Submitted,
 Kylic Buell
 Executive Administrative 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
August 26, 2023

08/14/2023 EARH received a letter of closure/ approval for our plan of corrections submitted to them for survey dated 05/30/2023-06/01/2023. We continue to work on our plan of corrections for completion. Some of this plan is inclusive of all departments in our organization and not just nursing services.

EARH continues to work with our EPIC consultants for refinement of our EPIC documentation and to allow our staff a resource for hands-on education of EPIC. This process is inclusive of reporting capabilities for administrative staff. This resource has proven to be invaluable for our organization. These consultants are working all shifts to make sure to reach all staff.

We continue to evaluate the opportunities for expanding our outreach of our Mobile clinic services. This month we met with Othello Community Hospital CEO to see what possibilities were available to extend our Mobile Clinic outreach to that area. We are currently providing sports physicals and will be providing immunizations for our schools once we get our vaccines in which will be this week.

Charlene Morgan CNO
East Adams Rural Healthcare
Ritzville, WA 99169

Job Openings

Department	Job Opening	Date Open	Status	Notes
Therapy	Speech Language Pathologist	05/01/2022	Filled	Candidate signed offer letter will start 08/01/2023
Imaging	Per Diem Rad Tech	08/08/2022	Open	Adjusted job posting on Ziprecruiter 12/12/2022. Per Diem Rad Tech hired 3/15/2023
EMS	EMT	08/31/2022	Open	EMT class completed, new graduates have yet to pass National exam. 2 potential applicants from Ziprecruiter to be interviewed week of 5/22/23. One EMT will have orientation last week of June-EMT chose to stay at current job and not move here to work for us
Facilities	Maintenance Tech	10/10/2022	Filled	Reviewing applications and contacting applicants for interviews. Hired Maint Tech as of 6/28/23, working.
Nursing	RN (2)	10/01/2022	Open	Reviewing applications and contacting applicants for interviews. Ads in local papers as well as Ziprecruiter
Clinic	LPN OR MA-C (1)	10/01/2022	open	Internal Candidate's MA-C license is pending with DOH. When it is active, we will extend offer. LPN hired and started 5/24/23
Nursing	Day Shift NAC (2)	03/22/2023	Open	Passport Nursing contract signed, 2 RNs will be on-site in November
Nursing	NOC Shift NAC	03/25/2023	Open	Reviewing applications and contacting applicants for interviews. Ads in local papers as well as Ziprecruiter
Administration	CFO	03/31/2023	Filled	New CFO started 7/13/23
Facilities	Temp Housekeeper	04/21/2002	Filled	2 employees out on FMLA, looking for temp position, 3 month minimum then staying on as PRN after both FT employees return. Temp hired 5/24/23 and working
EMS	EMS Manager	02/09/2023	Filled	New EMS Manager started 7/31/23



MINUTES

East Adams Rural Healthcare

7/26/2023 at 10:30am | Meeting called to order by Charlene Morgan

In Attendance

Neil Verberne, Dan Crisp, Bruce Garner, Michelle Swartz, Stacey Plummer, Colene Hickman, Corey Fedie, Charlene Morgan, Michelle Swartz, Todd Nida, Pamela Gilmore

Missing: John Kragt, Renee Taylor, Corey Fedie, Charlene Morgan, Michelle Swartz, Todd Nida, Jackie Mathis, Terri Abney, Amelia Bernal, Amanda Osborne, Tyler Dennis

Approval of Minutes

No issues with previous month minutes.

Board

No questions or comments at this time.

New Business

PowerPoint was presented for June data. All managers explaining current tracking measures, goals, and action plans. Discussion on current measures, questions asked and answered, and current data documented and previous measures referenced as needed. Highlights from discussion below.

Lab: Dan said there was a recent 6-unit infusion and he would like to see that audited. Michelle will complete the audit. Dan explained that the lab consultant will be reviewing all records. Dan reported that there have been some issues with clean catches.

Safety: Met prior to QA. Discussed a minor incident and staff professionalism. There were two injuries reported. We are still working on the top performer project.

Medical records: Overview of current data. There was an increase in deficiencies and queries. Uncoded AR days has gone down mostly due to deficiencies. The goal is a day and a half.

Therapy: June numbers reported. See PowerPoint for accurate data. Referrals still need work. New Speech Therapist coming next week. Neil said we need to utilize equipment we have for patients to prevent falls. PT is willing to do recovery training.

Patient Safe Handling: Michelle will be taking over this committee. It will be a separate committee. There will be items to report next month.

Radiology: See PowerPoint for data. Stat CT's average read time was 34 minutes. CT accuracy has been good. One provider was credentialed in June. Oral contrast for CT will expire at the end of the month.

Maintenance: Fire drills have been completed. Bio-med bi-annual service was completed. The backup generator was tested and had no issues. 5-year sprinkler system test will be conducted in August at the hospital, as well as, the care center. Housekeeping will be back to full staff in August.

Dietary: Absent, No report.

SS: Absent, No report.

IT: Absent, No report.

Nursing: Please see PowerPoint for specifics. Blood transfusion auditing is beginning. Working with EPIC on missing report pieces. Self-audit tool for chart completeness.

Infection Control: Continue to update policies. There is one active COVID case in the facility. No hospital acquired infections. Employee Health, still testing for suspected cases and asking employees to stay home if they are ill. Medication Review is being completed on all patients.

Antibiotic Stewardship/ Pharmacy and Therapeutics/ Infection Control: Antibiotics identified as appropriate. Continue to participate in weekly TASP meetings.

IIR: Absent, No report.

Business Office: Net AR days continue to go up due to a variety of denials, EPIC and documentation. 83% of charges are on time for June. EPIC was transmitting claims to paper and payers do not accept. It has been fixed and claims have been sent electronically. Co-pay collection rate went up. MSPQ completion went down. Need to retrain staff to do at every visit.

QA: Final POC was sent in. Chart audits are part of the POC. N95 fit testings will be started tomorrow. There were no medication errors. There is a new fall policy that includes equipment needed and guidelines.

QMMs: Have been addressed and will be resolved at the next meeting.

Announcements

Next Meeting August 23, 2023

Current PowerPoint and Minutes available on I drive

Adjournment at 11:00am



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
August 23rd, 2023

As summer rolls along we continue to see a lot of progress in many areas. After a brief lull we again picked up our hospital in-patient and swing bed volumes. This has continued to the date of this writing. Volumes in the clinic and ancillary spaces also continues to climb, this is due to increases in local and out of town patient visits. We also started Dermatology services in partnership with 5C Dermatology. We are excited to see this great service grow with us. EPIC continues to be extremely challenging. However, there has been significant progress in provider documentation and EPIC fixes which has resulted in a large batch of claims going out. It also has made a significant reduction in days in Accounts Receivable. Based on current data it appears we have begun to rebound finally. August collections appear to be strong so far.

Board education was held on August 4th at the wheat grower's facility. All commissioners attended and was well received. Commissioner Walker and I also attended Regional Governance in Moses Lake with the specific topic of Compliance. It was very informative and educational. We learned of several updates that are applicable to our organization that we are reviewing to ensure we are compliant.

We held our annual administrative retreat August 10th and 11th where we review strategic plans, budget preparation, staffing and other challenges to prepare for the upcoming year. It was in-depth and successful with information critical to developing the 2024 budget and preparing for the next strategic planning session. We also completed the Employee Engagement Survey which we will be sharing with the board in a few months. We had more responses than prior year and more comments which is exciting. Overall a great survey and we will develop plans to present and hopefully improve on the areas of concern.

Lastly, several community events are coming up from nights out in the communities in Washtucna, Lind and Ritzville which we are participating in and the fair is right around the corner. We also have the mobile clinic out providing sports physicals at the schools which has been very successful. The next month will go by fast and school will be in session!

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

Respectfully,

Corey Fedie, CEO

FINANCE COMMITTEE AGENDA
Adams County Public Hospital District #2
August 22, 2023

- I. Call to Order
- II. Attendance
- III. Review/approve meeting minutes: July 26, 2023
- IV. Review of Warrants & Vouchers: July 2023
- V. Financial Statements: June-July 2023
- VI. Additional Information
- VII. Adjourn

Check Number	Vendor Name	Check Date	Check Amount	Purpose
66309	V00030--A-L COMPRESSED GASES	7/6/2023	488.20	Medical Supplies Expense
66310	V00751--Patient	7/6/2023	160.00	Patient Refund Expense
66311	V00751--Patient	7/6/2023	36.46	Patient Refund Expense
66312	V00743--Amazon Capital Services	7/6/2023	582.54	Plant Operations Expense
66313	V00056--AMERISOURCEBERGEN	7/6/2023	888.82	Pharmaceuticals Expense
66314	V00601--Basic Benefits	7/6/2023	53.48	Employee Benefit Expense
66315	V00768--Bound Tree Medical, LLC	7/6/2023	3,271.19	Employee Benefit Expense
66316	V00731--Bracco Diagnostics, Inc	7/6/2023	3,386.88	Imaging Expense
66317	V00103--Bright Light Solutions	7/6/2023	350.00	Maintenance Expense
66318	V00751--Patient	7/6/2023	53.71	Patient Refund Expense
66319	V00713--Diamond Healthcare Communications	7/6/2023	392.80	Billing Expense
66320	V00774--Divurgent, LLC	7/6/2023	11,902.00	Contract Services
66321	V00192--DTG Medical Electronics, Inc.	7/6/2023	285.00	Medical Equipment Expense
66322	V00199--ECOLAB	7/6/2023	94.85	Equipment Lease Expense
66323	V00749--Enerspect Medical Solutions	7/6/2023	25,190.21	Medical Supplies Expense
66324	V00212--Family Support Registry	7/6/2023	92.76	Garnishment Expense
66325	V00215--Fasthealth	7/6/2023	375.00	Employee Benefit Expense
66326	V00218--FERRELLGAS	7/6/2023	1,457.53	Utilities Expense
66327	V00221--FISHER HEALTHCARE	7/6/2023	2,515.82	Medical Supplies Expense
66328	V00648--G&M Love & Care Staffing LLC	7/6/2023	221.91	Contracting Staffing Expense
66329	V00751--Patient	7/6/2023	838.39	Patient Refund Expense
66330	V00236--Grove Menus Inc	7/6/2023	60.00	Advertising Expense
66331	V00595--Health Carousel	7/6/2023	14,678.83	Contracting Staff Expenses
66332	V00693--InstaMed	7/6/2023	627.30	Billing Expense
66333	V00274--Jackson Physician Search	7/6/2023	2,500.00	Recruiting Expense
66334	V00751--Patient	7/6/2023	8.79	Patient Refund Expense
66335	V00751--Patient	7/6/2023	68.38	Patient Refund Expense
66336	V00316--LocalTel Communications	7/6/2023	62.85	Telecommunications Expense

66337	V00334--MEDLINE INDUSTRIES, INC.	7/6/2023	259.87	Medical Supplies Expense
66338	V00751--Patient	7/6/2023	294.57	Patient Refund Expense
66339	V00751--Patient	7/6/2023	20.00	Patient Refund Expense
66340	V00751--Patient	7/6/2023	725.00	Patient Refund Expense
66341	V00375--OMNI STAFFING SERVICES, INC.	7/6/2023	68,689.89	Contracting Staffing Expense
66342	V00621--Pacific Office Automation	7/6/2023	36.63	Information Technology Expense
66343	V00383--Pacific Office Automation INC	7/6/2023	86.73	Information Technology Expense
66344	V00403--PHYSICIAN INSURANCE	7/6/2023	21,601.04	Insurance Expense
66345	V00409--POSITIVE PROMOTIONS INC	7/6/2023	177.70	Advertising Expense
66346	V00422--Quadient Finance USA, Inc	7/6/2023	315.00	Postage Expense
66347	V00430--RICOH USA INC	7/6/2023	571.38	Copier/Fax Expense
66348	V00446--RITZVILLE, CITY OF	7/6/2023	2,475.67	Utilities Expense
66349	V00459--SAMARITAN HEALTHCARE	7/6/2023	3,958.71	Billing Expense
66350	V00487--STAPLES	7/6/2023	553.34	Office Supplies Expense
66351	V00683--State Tax Commission	7/6/2023	410.00	Employee Tax Expense
66352	V00500--Stryker Sales LLC	7/6/2023	10,800.00	Medical Supplies Expense
66353	V00638--SunRX	7/6/2023	2,970.00	Contract Services
66354	V00518--Travelers CL Remittance Center	7/6/2023	17,673.40	Insurance Expense
66355	V00773--TriCare West Region	7/6/2023	46.34	Employee Benefit Expense
66356	V00536--US Foods	7/6/2023	1,350.00	Dietary Expense
66357	V00751--Patient	7/6/2023	7,875.00	Patient Refund Expense
66358	V00556--Washington Hospital Services, Inc.	7/6/2023	2,525.00	Contract Services
66359	V00571--WAYSTAR	7/6/2023	83.51	Cycle Revenue Expense
66360	V00579--WHIT	7/6/2023	5,583.66	Contract Services
66361	V00751--Patient	7/6/2023	838.39	Patient Refund Expense
66362	V00236--Grove Menus Inc	7/6/2023	60.00	Advertising Expense
66363	V00595--Health Carousel	7/6/2023	14,678.83	Contracting Staff Expenses
66364	V00693--InstaMed	7/6/2023	627.30	Billing Expense
66365	V00274--Jackson Physician Search	7/6/2023	2,500.00	Recruiting Expense
66366	V00751--Patient	7/6/2023	8.79	Patient Refund Expense

66367	V00751--Patient		7/6/2023	68.38	Patient Refund Expense
66368	V00316--LocalTel Communications		7/6/2023	62.85	Telecommunications Expense
66369	V00334--MEDLINE INDUSTRIES, INC.		7/6/2023	259.87	Medical Supplies Expense
66370	V00751--Patient		7/6/2023	294.57	Patient Refund Expense
66371	V00775--American Society of Anesthesiologists		7/11/2023	1,590.00	License Expense
66372	V00661--Balcer Ambulance Sales Corp		7/11/2023	153,612.00	EMS Expense
66373	V00751--Patient		7/11/2023	725.00	Patient Refund Expense
66374	V00751--Patient		7/12/2023	838.39	Patient Refund Expense
66375	V00236--Grove Menus Inc		7/12/2023	60.00	Advertising Expense
66376	V00595--Health Carousel		7/12/2023	14,678.83	Contracting Staff Expenses
66377	V00693--InstaMed		7/12/2023	627.30	Billing Expense
66378	V00274--Jackson Physician Search		7/12/2023	2,500.00	Recruiting Expense
66379	V00751--Patient		7/12/2023	8.79	Patient Refund Expense
66380	V00751--Patient		7/12/2023	68.38	Patient Refund Expense
66381	V00316--LocalTel Communications		7/12/2023	62.85	Telecommunications Expense
66382	V00334--MEDLINE INDUSTRIES, INC.		7/12/2023	259.87	Medical Supplies Expense
66383	V00751--Patient		7/12/2023	294.57	Patient Refund Expense
66384	V00751--Patient		7/12/2023	20.00	Patient Refund Expense
66385	V00751--Patient		7/12/2023	725.00	Patient Refund Expense
66386	V00375--OMNI STAFFING SERVICES, INC.		7/12/2023	68,689.89	Contracting Staffing Expense
66387	V00621--Pacific Office Automation		7/12/2023	36.63	Information Technology Expense
66388	V00383--Pacific Office Automation INC		7/12/2023	86.73	Information Technology Expense
66389	V00403--PHYSICIAN INSURANCE		7/12/2023	21,601.04	Insurance Expense
66390	V00409--POSITIVE PROMOTIONS INC		7/12/2023	177.70	Advertising Expense
66391	V00422--Quadient Finance USA, Inc		7/12/2023	315.00	Postage Expense
66392	V00430--RICOH USA INC		7/12/2023	571.38	Copier/Fax Expense
66393	V00446--RITZVILLE, CITY OF		7/12/2023	2,475.67	Utilities Expense
66394	V00459--SAMARITAN HEALTHCARE		7/12/2023	3,958.71	Billing Expense
66395	V00487--STAPLES		7/12/2023	553.34	Office Supplies Expense
66396	V00683--State Tax Commission		7/12/2023	410.00	Employee Tax Expense

66397	V00500--Stryker Sales LLC	7/12/2023	10,800.00	Medical Supplies Expense
66398	V00638--SunRX	7/12/2023	2,970.00	Contract Services
66399	V00751--Patient	7/12/2023	530.84	Patient Refund Expense
66400	V00518--Travelers CL Remittance Center	7/12/2023	17,673.40	Insurance Expense
66401	V00773--TriCare West Region	7/12/2023	46.34	Employee Benefit Expense
66402	V00536--US Foods	7/12/2023	1,350.00	Dietary Expense
66403	V00751--Patient	7/12/2023	7,875.00	Patient Refund Expense
66404	V00556--Washington Hospital Services, Inc.	7/12/2023	2,525.00	Contract Services
66405	V00571--WAYSTAR	7/12/2023	83.51	Cycle Revenue Expense
66406	V00579--WHIT	7/12/2023	5,583.66	Contract Services
66409	V00183--DINGUS, ZARECOR & ASSOCIATES PLLC	7/19/2023	700.00	Auditors Expense
66410	V00745--Matt Gosman	7/19/2023	5,121.79	Recruitment Expense
66411	V00009--ABILITY NETWORK INC	7/24/2023	1,523.65	Billing Expense
66412	V00018--ADAMS COUNTY AUDITOR	7/24/2023	47.25	Government Fees
66413	V00022--ADAMS COUNTY SHERIFFS OFFICE	7/24/2023	5,743.88	Government Fees
66414	V00027--AFLAC	7/24/2023	924.88	Employee Benefit Expense
66415	V00615--Akins	7/24/2023	169.43	Dietary Expense
66416	V00040--ALSCO	7/24/2023	1,463.58	Laundry Expense
66417	V00743--Amazon Capital Services	7/24/2023	847.79	Plant Operations Expense
66418	V00056--AMERISOURCEBERGEN	7/24/2023	2,532.91	Pharmaceuticals Expense
66419	V00728--AMPED Solutions, LLC	7/24/2023	6,250.00	Information Technology Expense
66420	V00078--Backus Marketing & Design	7/24/2023	75.00	Marketing Expense
66421	V00677--Best Western - Bronco Inn	7/24/2023	2,657.03	Contract Services
66422	V00131--CENTURYLINK	7/24/2023	5,764.91	Telecommunications Expense
66423	V00778--Circe Solutions	7/24/2023	1,125.00	Contract Services
66424	V00137--Clearwater Springs	7/24/2023	459.44	Water Expense
66425	V00139--COBRA Management Services, LLC	7/24/2023	256.00	Employee Benefit Expense
66426	V00149--Connell Oil	7/24/2023	1,623.14	Plant Operations Expense
66427	V00156--COVERYS	7/24/2023	1,634.00	Insurance Expense
66428	V00166--DATAPRO SOLUTIONS INC	7/24/2023	8,354.79	IT Network Expense

66429	V00610--DeliverHealth Solutions, LLC	7/24/2023	25.00	EPIC Project Management Expense
66430	V00725--Desimone Consulting, LLC	7/24/2023	5,000.00	Contracting Staffing Expense
66431	V00774--Divurgent, LLC	7/24/2023	25,831.00	Contract Services
66432	V00186--Docs Who Care Northwest, Inc	7/24/2023	35,460.00	Contracting Staffing Expense
66433	V00194--EAP Consulting L.L.C.	7/24/2023	4,550.00	IT Management Expense
66434	V00203--EMPLOYEE FUND	7/24/2023	73.00	Employee Benefit Expense
66435	V00757--EPS, Inc	7/24/2023	168.23	Pharmaceuticals Expense
66436	V00212--Family Support Registry	7/24/2023	92.76	Garnishment Expense
66437	V00213--FARMER BROS CO	7/24/2023	205.23	Employee Benefit Expense
66438	V00220--FIRST CHOICE HEALTH	7/24/2023	238.20	Employee Benefit Expense
66439	V00648--G&M Love & Care Staffing LLC	7/24/2023	4,709.07	Contracting Staffing Expense
66440	V00234--Gretchen Millard	7/24/2023	150.00	Dietician Expense
66441	V00747--Healthcare Consulting Services	7/24/2023	1,300.00	Contract Expense
66442	V00345--Heritage Imaging	7/24/2023	5,456.75	Imaging Expense
66443	V00251--Holistic Pain Management of Colorado LLC	7/24/2023	77,285.00	Pain Management Services Expense
66444	V00253--Hospital Services Corporation	7/24/2023	600.00	Credentialing/Enrollment Expense
66445	V00274--Jackson Physician Search	7/24/2023	2,500.00	Recruiting Expense
66446	V00277--Johnson Law Group	7/24/2023	2,500.00	Legal Expense
66447	V00776--Kaiser Foundation Health Plan of Washington	7/24/2023	159.00	Employee Benefit Expense
66448	V00289--KD Consulting, LLC	7/24/2023	350.00	Contract Services
66449	V00326--MCKESSON	7/24/2023	293.82	Medical Supplies Expense
66450	V00332--MEDICATION REVIEW	7/24/2023	10,968.01	Pharmaceuticals Expense
66451	V00359--NORCO INC	7/24/2023	238.50	Medical Supplies Expense
66452	V00367--Nuance Communications, Inc	7/24/2023	300.35	Telecommunications Expense
66453	V00375--OMNI STAFFING SERVICES, INC.	7/24/2023	28,381.93	Contracting Staffing Expense
66454	V00619--Pacific Office Automation	7/24/2023	47.52	Information Technology Expense
66455	V00383--Pacific Office Automation INC	7/24/2023	1,568.69	Information Technology Expense
66456	V00400--PETTY CASH - C	7/24/2023	20.92	Administration Expense
66457	V00620--Providence	7/24/2023	575.00	Telehealth Expense
66458	V00599--Rico h	7/24/2023	511.76	Copier/Fax Expense

66459	V00430--RICOH USA INC	7/24/2023	149.86	Copier/Fax Expense
66460	V00436--RITZVILLE DRUG	7/24/2023	16.95	Pharmaceuticals Expense
66461	V00439--RITZVILLE HARDWARE	7/24/2023	92.91	Plant Operations Expense
66462	V00440--RITZVILLE JOURNAL	7/24/2023	687.50	Advertising Expense
66463	V00440--RITZVILLE JOURNAL	7/24/2023	79.25	Advertising Expense
66464	V00445--RITZVILLE TIRE COMPANY	7/24/2023	107.96	Maintenance Expense
66465	V00447--RLDatix	7/24/2023	258.55	Administration Expense
66466	V00487--STAPLES	7/24/2023	138.12	Office Supplies Expense
66467	V00702--Theory Hive LLC	7/24/2023	10,000.00	EMS Counseling Expense
66468	V00603--Town and Country Advertising	7/24/2023	79.00	Advertising Expense
66469	V00738--Umpqua Bank	7/24/2023	16,322.23	Corporate Card - Various Expense
66470	V00534--US Bank Community Card	7/24/2023	2,562.00	Corporate Card - various
66471	V00536--US Foods	7/24/2023	576.81	Dietary Expense
66472	V00542--Vitalant	7/24/2023	2,099.00	Blood Supply Expense
66473	V00568--WASHTUCNA, TOWN OF	7/24/2023	163.97	Utility Expense
66474	V00779--Wheat Growers Association	7/24/2023	100.00	Advertising Expense
66475	V00582--WIPFLI	7/24/2023	50,000.00	Contract Services
66476	V00724--ZRG Partners, LLC	7/24/2023	26,044.92	Recruitment Expense



East Adams Rural Healthcare

VOUCHER CERTIFICATION AND APPROVAL

I, THE UNDERSIGNED AUDITING OFFICER, 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, SUPERINTENDANT

WARRANTS AUDITED AND CERTIFIED BY THE AUDITING OFFICER 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 #66309 THROUGH #66476 IN THE AMOUNT OF \$929,823.18.

SIGNED THIS 23RD DAY OF AUGUST 2023.

ERIC WALKER, COMMISSIONER

JOHN KRAGT, CHAIRMAN

STACEY PLUMMER, VICE CHAIRMAN

MATT KUBIK, COMMISSIONER

DAN DUFF, SECRETARY/COMMISSIONER



East Adams Rural Healthcare

903 S Adams Ave.
Ritzville, Washington 99169
509-659-1200

CFO Report to the Board

Board of Commissioners

East Adams Rural Healthcare

August 22, 2023

July Financial Status

June and July financials have been caught up. East Adams Rural Healthcare's June business resulted in a net income of \$395,172, while the July business resulted in a Net loss of \$(291,654), bringing the year-to-date net income to \$2,059,393. June benefited from a larger positive adjustment than July and lower expenses. The decrease in July volumes may be indicative of the historically lower summer volumes.

June operating expenses of \$1,117,397 were below budget by 6% while the July operating expenses of \$1,461,791 were above the monthly budget by 23% primarily due to a higher number of contract services being utilized in July. The services that contributed to the July variance were ZRG Partners, WIPFLI, Divergent, and OMNI Staffing.

Revenue Collections

June and July collections were significantly below average at \$252,104 and \$477,568 respectively. We have identified issues in our utilization of Epic, as well as errors in the system that have contributed to this dip in cashflow. A significant focus has been placed on improving the revenue cycle, and while there has been clear improvement in collections in the current month to date, collections are being closely monitored.

Our legacy systems have been locked due to a lack of maintenance. Postings to this system cannot be made until this is resolved.

Expenditures

The Year-to-Date operating expenses had a positive variance to budget of 3%. Purchased Services remains the primary category of expense that is exceeding budget, currently over by 29%. Some of these expenses should fall in the coming months.

Days cash on hand on July 31, 2023, was 37.5.

Respectfully submitted,

Matthew Gosman, CFO

Statement of Operations

For the Period and year-to-Date Ending July 31, 2023

	Prior Month 6/30/2023	Month Ending 7/31/2023				Year To Date 7/31/2023				Prior YTD 7/31/2022
		Prior Month Actual	Current Month Actual	Budget	Variance to Budget	% Variance	YTD Actual	YTD Budget	YTD Variance	
Operating Revenue										
Patient Service Revenue										
Total Gross Patient Revenue	\$1,063,789	\$ 1,007,064	\$1,156,031	\$ (148,967)	(13%)	\$ 7,760,751	\$ 8,092,217	\$ (331,466)	(4%)	\$ 7,480,945
Deductions from Patient Revenue	\$ (326,632)	\$ (40,737)	\$ 142,731	\$ (183,468)	(129%)	\$ (1,803,023)	\$ 999,117	\$ (2,802,140)	(280%)	\$ 1,260,936
Net Patient Service Revenue	\$1,390,421	\$ 1,047,801	\$1,013,300	\$ 34,501	3%	\$ 9,563,774	\$ 7,093,100	\$ 2,470,674	35%	\$ 6,220,009
Other Operating Revenue	\$ (3,606)	\$ (3,689)	\$ 20,833	\$ (24,522)	(118%)	\$ 87,980	\$ 145,831	\$ (57,851)	(40%)	\$ 142,135
Total Operating Revenue	\$1,386,815	\$ 1,044,112	\$1,034,133	\$ 9,979	1%	\$ 9,651,754	\$ 7,238,931	\$ 2,412,823	33%	\$ 6,362,144
Expenses										
Salary and Wages	\$ 441,032	\$ 426,308	\$ 531,605	\$ (105,297)	(20%)	\$ 3,300,092	\$ 3,721,232	\$ (421,140)	(11%)	\$ 3,403,185
Employee Benefits	\$ 104,640	\$ 130,874	\$ 112,889	\$ 17,985	16%	\$ 871,580	\$ 790,223	\$ 81,357	10%	\$ 728,472
Purchased Services	\$ 261,116	\$ 449,622	\$ 227,327	\$ 222,295	98%	\$ 2,053,402	\$ 1,591,289	\$ 462,113	29%	\$ 1,485,891
Professional Fees	\$ 120,911	\$ 154,198	\$ 31,740	\$ 122,458	386%	\$ 633,437	\$ 222,180	\$ 411,257	185%	\$ 339,017
Supplies	\$ 69,155	\$ 121,250	\$ 73,376	\$ 47,874	65%	\$ 486,609	\$ 513,632	\$ (27,023)	(9%)	\$ 526,606
Repairs and Maintenance	\$ 542	\$ 5,687	\$ 20,853	\$ (15,166)	(73%)	\$ 22,632	\$ 145,971	\$ (123,339)	(84%)	\$ 107,201
Utilities	\$ 16,179	\$ 21,865	\$ 14,995	\$ 6,870	46%	\$ 137,894	\$ 104,965	\$ 32,929	31%	\$ 143,801
Advertising and Marketing	\$ 10,968	\$ 10,566	\$ 8,000	\$ 2,566	32%	\$ 60,568	\$ 56,000	\$ 4,568	8%	\$ 11,039
Depreciation	\$ 64,724	\$ 64,723	\$ 76,819	\$ (12,096)	(16%)	\$ 453,065	\$ 537,733	\$ (84,668)	(18%)	\$ 431,813
Insurance	\$ 4,936	\$ 17,674	\$ 15,650	\$ 2,024	13%	\$ 64,192	\$ 109,550	\$ (45,358)	(41%)	\$ 114,107
Education/Travel/Dues	\$ 8,739	\$ 17,653	\$ 17,280	\$ 373	2%	\$ 170,441	\$ 120,960	\$ 49,481	41%	\$ 62,498
Interest Expense	\$ 29,634	\$ 29,634	\$ 30,418	\$ (784)	(3%)	\$ 207,489	\$ 212,926	\$ (5,437)	(3%)	\$ 212,951
Taxes & Licenses	\$ -	\$ -	\$ 8,106	\$ (8,106)	(100%)	\$ 3,880	\$ 56,742	\$ (52,862)	(93%)	\$ 60,933
Rent Expense	\$ 290	\$ 410	\$ 1,205	\$ (795)	(66%)	\$ 2,440	\$ 8,435	\$ (5,995)	(71%)	\$ 9,840
Bad Debt Expense	\$ (39,885)	\$ (21,278)	\$ 15,199	\$ (36,477)	(240%)	\$ (82,657)	\$ 106,393	\$ (189,050)	(178%)	\$ 8,735
Other Expenses	\$ 24,416	\$ 32,605	\$ 2,761	\$ 29,844	1,081%	\$ 211,588	\$ 19,329.05	\$ 192,259	995%	\$ 165,105
Total Operating Expenses	\$1,117,397	\$ 1,461,791	\$1,188,223	\$ 273,568	23%	\$ 8,576,652	\$ 8,317,560	\$ 259,092	3%	\$ 7,810,994
Operating Income (Loss)	\$ 269,418	\$ (417,679)	\$ (154,090)	\$ (263,589)	171%	\$ 1,075,102	\$ (1,078,629)	\$ 2,153,731	(200%)	\$ (1,448,850)
Non-Operating Income										
Grant Revenue	\$ -	\$ -	\$ 50,000	\$ (50,000)	(100%)	\$ 68,383	\$ 350,000	\$ (281,617)	(80%)	\$ 292,083
Interest Income	\$ 120	\$ 225	\$ 17	\$ 208	1,224%	\$ 802	\$ 119	\$ 683	574%	\$ 427
Tax Levy Income	\$ 125,754	\$ 126,025	\$ 112,631	\$ 13,394	12%	\$ 915,106	\$ 788,417	\$ 126,689	16%	\$ 732,953
Total Non-Operating Income	\$ 125,754	\$ 126,025	\$ 162,648	\$ (36,398)	(22%)	\$ 984,291	\$ 1,138,536	\$ (154,245)	(14%)	\$ 1,025,463
Net Income	\$ 395,172	\$ (291,654)	\$ 8,558	\$ (300,212)	(3,508%)	\$ 2,058,393	\$ 59,907	\$ 1,999,486	3,338%	\$ (423,367)

East Adams Rural Healthcare

Adams County Public Hospital District No. 2 Balance Sheet

As of July 31, 2023

Reporting Book:

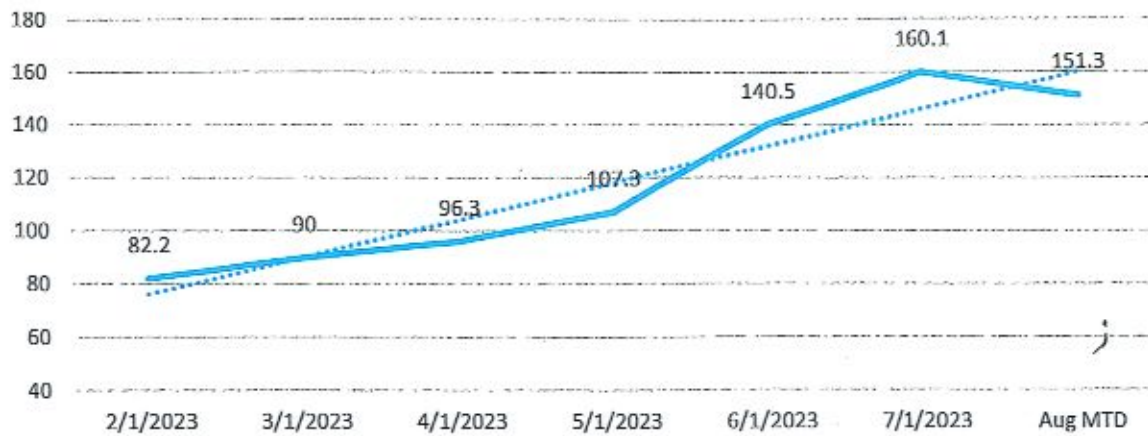
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As of Date:

7/31/2023

	Month Ending 04/30/2023	Month To Date 05/31/2023	Month Ending 6/30/2023	Month Ending 7/31/2023
	Actual	Actual	Actual	Actual
Current Assets				
Operating Cash	2,538,491	3,471,035	2,051,078	2,801,584
Patient Accounts Receivable	5,872,711	6,202,945	7,429,591	6,940,145
Allowance for Doubtful Accounts	784,402	55,856	(610,006)	(361,825)
Third Party Receivables	168,592	168,592	168,591	168,591
Taxes Receivable	67,223	(112,233)	(114,444)	(112,232)
Inventory	368,877	393,276	456,113	412,749
Reserve for Operations	26,991	27,100	27,100	27,101
Reserve for Funded Depreciation	1,893,217	1,097,968	1,102,843	1,097,967
Prepaid Expenses	74,509	66,297	111,133	66,297
Total Current Assets	10,226,209	11,259,124	11,842,011	11,764,027
Other Assets				
Property, Buildings, & Equipment	17,596,232	17,596,232	17,773,169	17,619,557
Accumulated Depreciation	(8,984,227)	(9,048,951)	(9,178,399)	(9,113,675)
Construction in Process	764,967	778,658	840,633	779,083
Other Assets	9,376,972	9,325,939	9,435,403	9,284,965
Total Assets	\$ 19,603,181	\$ 20,585,063	\$ 21,277,415	\$ 21,048,992
Current Liabilities				
Accounts Payable	108,680	75,539	419,579	52,287
Payroll & Related Liabilities	450,713	621,514	1,009,035	815,214
Third Party Cost Report Settlements	168,718	168,718	168,718	168,717
Current Portion of Long Term Debt	260,000	260,000	260,000	260,000
Other Accrued Expenses	428,560	451,380	521,176	470,699
Total Current Liabilities	(1,416,671)	(1,577,150)	(2,378,508)	(1,766,917)
Long Term Debt	(7,326,635)	(7,206,237)	(7,270,250)	(7,210,982)
Equity from Operations	(10,757,800)	(10,859,876)	(12,071,093)	(11,801,675)
Total Liabilities & Fund Balance	\$ (19,603,181)	\$ (20,585,063)	\$ (21,277,415)	\$ (21,048,992)

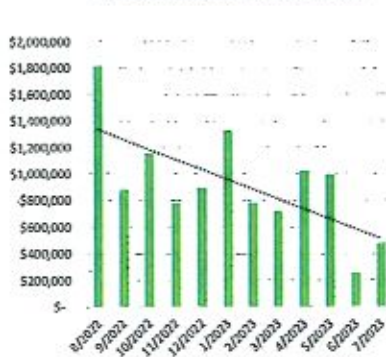
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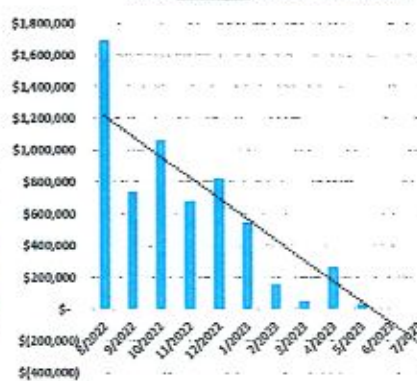
EARH Revenue Collections 12 Month Trend

Month/Year	Total Deposits	Next Gen Clinic	Old EMR Hospital	Grants/Other	Epic-Hospital & Clinic
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	\$ -
11/2022	\$ 783,132	\$ 76,221	\$ 678,305	\$ 28,606	\$ -
12/2022	\$ 894,691	\$ 39,237	\$ 813,945	\$ 41,510	\$ -
1/2023	\$ 1,327,628	\$ 18,412	\$ 539,555	\$ 497,528	\$ 272,132
2/2023	\$ 782,307	\$ 35,875	\$ 154,048	\$ 292,140	\$ 300,244
3/2023	\$ 717,481	\$ 16,923	\$ 48,990	\$ 165,557	\$ 486,011
4/2023	\$ 1,016,318	\$ 5,913	\$ 259,799	\$ 50,294	\$ 700,312
5/2023	\$ 984,995	\$ 22,792	\$ 28,665	\$ -	\$ 933,538
6/2023	\$ 252,104	\$ -	\$ -	\$ -	\$ 252,104
7/2023	\$ 477,568	\$ -	\$ -	\$ -	\$ 477,568

EARH Clinic Revenue Collected



EARH Hospital Revenue Collected



EARH Epic Clinic & Hospital
Revenue Collected

