

SOUTHERN INYO HEALTHCARE DISTRICT

Finance Committee Meeting Minutes

Date: Tuesday, June 2, 2020

Time: 4:00 p.m.

Location: Southern Inyo Hospital Conference Room
501 East Locust St
Lone Pine, CA 93545

Due to the COVID-19 state of emergency, the Board of Directors will conduct this meeting via video and tele-conference. A physical location will not be available to the public. You may participate in the meeting by using the call in number specified in this Notice of Meeting. If you wish to speak to an item on the agenda, please inform the Board Chair when she asks for public comment. The Board's normal rules for public comment apply: speakers are limited to 3 minutes per item. You may also email comments to [insert email address] prior to the start of the meeting, and your comment(s) will be distributed to the directors at the meeting.

If you need special assistance to participate in the meeting, please contact Maritza Perkins at 760-876-2210, and the District will attempt to accommodate your need.

Participate by using the following:

Call-In # 310-747-3280

Access 4506953

OR

Join Zoom Meeting

<https://zoom.us/j/96054884551?pwd=R0pyUUy2Sm5iaUd5ZUthL1J5WHp1dz09>

Meeting ID: 960 5488 4551

Password: 4p82k1

PRESENT (via phone)

Charles Carson, Vice President

Bruce Branson, Treasurer

OTHERS

Chester Beedle, Financial Consultant

Anita Sonke, Accountant

Leigh McLendon Accounting Rep.

Jeff Sheffield, Director of Facilities

Board of Directors:

Jaqueline Hickman
President

Charles Carson
Vice President

Carma Roper
Secretary

Bruce Branson
Treasurer

Mark Lacey
Director

Daniel Smith, Purchasing
Maritza Perkins, Executive Assistant
Peter Spiers, CEO
Jaque Hickman, President (as public)

I. CALL TO ORDER

The meeting was called to order at 4:12 p.m.

Action: Vice President Carson moved to approve the finance committee agenda for 06-02-2020. Treasurer Branson seconded.

II. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

III. BUSINESS ITEMS

A. Resident Transportation (Director of Facilities)

Jeff Sheffield and Daniel Smith presented quotes for a new resident transportation vehicle. Daniel did some research to find the best needs for the hospital's resident's transportation. The van that SIHD currently has holds 8 passengers. Jeff Sheffield recommended to go with something similar. Jeff also recommends going with a FORD vehicle because there is a FORD authorized dealership in Bishop. The quote NQ50332 in packet is the recommend by Jeff Sheffield. Delivery of the vehicle and graphics are included in the quotes.

Vice President Carson stated that there will be a meeting tomorrow (June 3, 2020 at 2 p.m.) with Peter Spiers, Bruce Branson and others to discuss the resident transportation vehicle before presenting to the next board meeting. Leasing or purchasing options need to be discussed.

Jaque Hickman (public) suggested a smaller vehicle/van along with the discussed 8 passenger vehicle. Would a packet deal be available?

The Finance Committee recommends that the quotes be presented at the next Regular Board meeting.

B. Sullivan Commercial Painting Quote (Director of Facilities)

Jeff Sheffield presented the Sullivan Commercial Painting Quote. Jeff previously reached out to other vendors and OSPHD and received feedback. Scott Nave informed Jeff that this job needs to be bided out (public bid) and SIHD will need to advertise it.

Bids need to be brought back to the board of directors (after advertising of the public bid) for approval. The Finance Committee recommends that if everything is together (bid packet) a special meeting can be set.

C. Facility Toilet Replacement Quotes (Director of Facilities)

The presented quote is to pull and replace 6 toilets (staff and visitor toilets).

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The Finance Committee recommends that the facility toilet replacement quote be presented at the next board meeting.

D. Inventory Management System Quote (Purchasing Manager)

Purpose: WASP Inventory Management System will help purchasing stream line the inventory and tracking of supply's to ensure less outdate. Also to have data/cost analyses reports to allow the CEO to see into the purchasing dept. and it's ordering. One-time fee of \$10,002.48.

Daniel Smith did some research on inventory management systems. W.A.S.P would be stored in our system. There will be no fees once we buy it. There is a 1 year warranty and there will be training. It will integrate with our billing software. Chris Marks, IT reviewed the system.

Chet Beedle stated that the new system needs to work with our current software (PCC and Medworxs).

Daniel Smith will get more info together on the inventory management system and present it to the Board of Directors next Tuesday.

E. UC Davis Agreement (CEO)

Per Peter Spiers, currently SIHD is still waiting on the UC Davis agreement. Once SIHD receives the agreement from UC Davis SIHD will have Scott Nave, Legal Counsel review it.

The Finance Committee recommended that the UC Davis agreement, once received and reviewed by legal counsel, be put on the next board meeting agenda.

F. Financial Statement for March 2020 (Financial Consultant)

G. Cash Flow with Projections and Budgets (Financial Consultant)

Chet Beedle, Financial Consultant reviewed the Financial Statement for March 2020 and the Cash Flow with Projections and Budgets. (*Financial reports are provided at the end of these minutes.*)

IV. DIRECTOR COMMENTS ON ITEMS NOT ON THE AGENDA

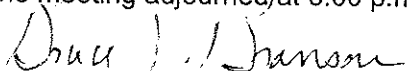
Treasurer Branson asked Peter Spiers what the status was on the PTO agreement. Peter Spiers is working on it.

The FEEs bill of sale with Raychel Hosch is completed (7,500.00).

Hospitality program- A Hospitalist is a doctor who manages critically/moderately ill patients. This will help keep a third of the patients that get transferred out here at SIHD. It allows inpatient presence.

V. ADJOURNMENT

The meeting adjourned at 6:00 p.m.



Finance Committee (Board Member)

June 2, 2020 Finance Committee Minutes

11-4-2020
Date

Board of Directors:

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