The University Medical Center Hospital Advisory Board Finance Committee met in regular session, in the Conference Rooms I&J, 800 Rose Street, Las Vegas, Clark County, Nevada, on Wednesday, June 1, at the hour of 4:00 p.m. The meeting was called to order at the hour of 4:05 p.m. by Harry Hagerty, Committee Chair, and the following members were present, constituting a quorum:

**CALL TO ORDER**

**Committee Members:**
Harry Hagerty, Chair  
Ash Mirchandani  
Dwayne Murray  
Barbara Robinson

**Absent:**
Amber Lopez-Lasater  
Robert McBeath, M.D. [arrived at 4:10]  
Nick Spirtos, M.D. [arrived at 4:08 and left at 5:37]

**Ex-Officio Members:**
Brian Brannman, COO  
Cindy Charyulu, Director, Revenue Cycle  
Rose Coker, Director, Managed Care & Business Development  
Stephanie Merrill, Director, Budget & Financial Planning  
Floyd Stevens, Controller

**Absent:**
George Stevens, CFO

**Also Present:**
Vicki Huber, Chief Nursing Officer  
Cindi Roehr, Assoc. Administrator, Professional Services  
Pete Tibone, Manager, Reimbursement  
Kim Voss, Assoc. Administrator, Clinical Interventions & Quality Management
SECTION 1. OPENING CEREMONIES

ITEM NO. 1Approval of Minutes of the regular Hospital Advisory Board Finance Committee meeting on May 4, 2011.

FINAL ACTION: Item pulled; to be presented for approval at the July 6, 2011 meeting.

ITEM NO. 2Approval of Agenda

FINAL ACTION: Motion carried by unanimous vote.

SECTION 2. BUSINESS ITEMS

ITEM NO 3. That the Hospital Advisory Board Finance Committee receive a report on the Fiscal Year 2012 budget.

DOCUMENTS SUBMITTED: None.

DISCUSSION: Stephanie Merrill informed the committee that there has not been any change since the last committee meeting.

FINAL ACTION: No action taken.

ITEM NO 4. That the Hospital Advisory Board Finance Committee receive a report on gross charges and collections by payor for Fiscal Year 2011 to date; and direct staff accordingly.

DOCUMENTS SUBMITTED: Gross Charges and Collections by Insurance Carrier – July thru April FY 2011

DISCUSSION: Floyd Stevens reviewed the data with the committee, explaining the grouping of payers, time frames, collections assigned to the primary carrier, and corresponding percentage.

Staff responded to committee questions regarding expected reimbursement from payers and patients, prove-out of receivables, frequency of net revenue percentage review, charge master pricing as compares to Medicare rates, self-pay collection, EHR timing, DSH and UPL.

Staff will provide a further breakdown of collections by payer and a 5 year trend.
ITEM NO 5.
That the Hospital Advisory Board Finance Committee receive a report on full-time equivalents (FTEs) and productivity across the UMC organization, and direct staff accordingly.

DOCUMENTS SUBMITTED: UMC Actual FTEs; UMC FTEs Clerical List included in GL Category #50; and, UMC Productive Hours Per Stat

DISCUSSION: Stephanie Merrill explained the contents of the handouts. Staff responded to questions on staffing stats, physician staffing in ambulatory settings, job description differences for clerical staffing, UMC staffing vs. like size hospitals, Quick Care profitability, economies of scale as compared to multi-hospital systems, and staff attributable to a paper system.

Staff will provide 1) Quick Care presentation, and 2) staffing comparison with like county hospitals.

FINAL ACTION: No action taken.

ITEM NO 6.
That the Hospital Advisory Board Finance Committee receive a report on UMC’s Management Reporting Matrix; and direct staff accordingly.

DOCUMENTS SUBMITTED: UMC Department List with Management Reporting

DISCUSSION: Stephanie Merrill explained the provision of the list was to respond to the Committee’s request for a report defining who each department reported to in the hospital.

Committee questions and responses from staff ensued regarding the responsibilities distinct to specific positions and departments, availability of job descriptions, and staffing benchmarks.

FINAL ACTION: No action taken.

ITEM NO 7.
That the Hospital Advisory Board Finance Committee receive a report on the proposed contract and financial grade operational audit completed by Ameresco, Inc.; and direct staff accordingly.

DOCUMENTS SUBMITTED: Copy of 11-03-10 HAB Agenda Item 8, and 04/20/10 BOT Agenda Item 44 and its accompanying backup documentation.
DISCUSSION: Brian Brannman provided a brief background summary of the Ameresco energy audit, financing, results of the RFP, project planning, cost savings, and the affect to patient care and plant operations with potential old equipment failures.

Barbara Robinson asked to go on record that she opposed the hospital funding $84,000 for the project with the hopes it would get the money back, and believed the vendor should be putting up their own investment money.

Cindi Roehr explained that the company had to perform audits and if the customer (UMC) does not meet established criteria throughout the 15 years then the contractor is not paid, but instead pays the customer. She also responded to questions and concerns regarding the skill sets of current engineering employees not meeting the requirements for such a project, utilization of local contractors through a local bid process so that the jobs are kept in the local community, and active involvement throughout the process by hospital administration.

FINAL ACTION: The committee unanimously agreed to recommend to the HAB approval of the contract with the appropriate instruction to be diligent on diversity and the work being kept in the community. [Note: Dr. Spirtos had left before the vote was taken.]

ITEM NO 8.

That the Hospital Advisory Board Finance Committee receive a report on Service Line Financial Performance; and direct staff accordingly.

DOCUMENTS SUBMITTED: Chart of Patient Care Services DOPs marked DRAFT, Chart of Patient Care Services Accreditation marked DRAFT, and Service line by MDC FYE 06-30-09

DISCUSSION: Staff reviewed the documents with the committee, stating the service line schedule had been updated since the last time it was presented. Those present acknowledged the difficulty of segregating specific services from others being provided in the hospital since many services are interdependent.

Staff is to supply the following:

- Update the data to reflect Trauma and the cost associated as separate
- A list of competitors on each service i.e., does Valley have Trauma, neonate, etc.
FINAL ACTION: No action taken.

ITEM NO 9. That the Hospital Advisory Board Finance Committee identify emerging issues to be addressed by staff or by the committee at future meetings; and direct staff accordingly.

DISCUSSION: Provide at the next meeting:
- Update on budget.
- PPO/HMO – receipts vs. expected reimbursement
- Further review and analysis of gross charges and analysis, e.g., 5 year trend and graph of collections by payer, include DSH & UPL and breakdown of insurance category
- Operational and Financial Performance of Quick Cares, and the history of the Quick Cares since 2000.

SECTION 3. DISCUSS AND SET NEXT HOSPITAL ADVISORY BOARD FINANCE COMMITTEE MEETING TIME AND LOCATION

The next Hospital Advisory Board Finance Committee meeting will be scheduled for July 6, 2011, 4:00 p.m., in the Trauma building, 5th floor, Conference Rooms I&J.

SECTION 4. PUBLIC COMMENT

Speaker(s): Douglas Lyon, Organization Effectiveness Administrator with Clark County, addressed the committee explaining what would be covered in the special meeting that will occur on June 15, 2015.

There being no further business to come before the committee at this time, at the hour of 6:38 p.m. the meeting was adjourned.

DATE MINUTES APPROVED: 07/06/11

UMC HOSPITAL ADVISORY BOARD FINANCE COMMITTEE
Harry Hagerty, Chair