

**San Joaquin County Clinics (SJCC) Finance Committee
Minutes of January 30, 2018 Meeting**

**San Joaquin General Hospital (SJGH)
Health Center North Conference Room
French Camp, CA**

Present

Rod Place, Chair
Diana Surber, SJCC Interim CFO (WIPFLI/HFS)
Chuck Wiesen, Interim ACS Director
Monica Nino, SJ County Administrator
Greg Diederich, HCS Director
Izidi Alcorn-Starks, SJGH Deputy Finance Director
David Culberson, SJGH CEO
Vanessa Anderson, HCS Management Analyst
Robert Steele, SJGH Finance/Accounting
Alicia Yonemoto, Board Member
Ron Kreutner, SJGH CFO

The meeting was called to order at 5:10 p.m.

December Financials

Diana Surber presented the following December financials report:

Summary

Total patient visits in December was 7,892, which was less than budgeted by 12.5%. 8,075 of those visits were billable, 1% below budgeted. Gross Patient Revenue of \$1.5 million was less than budgeted by 5%. Net revenue was \$581,000, 60.2% less than budgeted.

Manual adjustments in December were very high at \$1.2 million compared to an average of \$457,000 per month through November. Patient Financial Services (PFS) is experiencing challenges with systems and resources and is behind in reviewing and posting adjustments. Finance is working with PFS to determine the cause of the high adjustments in December and review how they flow into the general ledger. Ms. Surber explained that, because the FQHC database provides detailed support for net revenues and reflects a higher amount than the general ledger, the issue probably lies in the process of posting the eCW activity to the general ledger. David Culberson has committed to additional staffing for Ms. Surber to help with researching the adjustments. The general ledger entries are currently done manually. Once Cerner is online, the billing activity (charges, payments and adjustments) will download into the general ledger.

Expenses were over budget by \$339,000. Favorable variances in salaries, benefits and purchased services were offset by negative variances in professional fees, supplies and other expense.

The monthly net loss was over budget by \$539,000; however, this result is expected to improve based on the results of the research into the high manual adjustments.

Accounts Receivables – The Hazelton clinic services have been billed through September 30. They are awaiting the application (possibly in February) to be able to bill from October 1 through the present.

Izidi Alcorn-Starks will provide the minutes from the January 22 Revenue Cycle Committee meeting to the SJCC Finance Committee. Ms. Alcorn-Starks advised that she is retiring effective 1/23/18.

The meeting was adjourned at 5:02 p.m.