University Medical Center of Southern Nevada
Governing Board Audit and Finance Committee Meeting
November 7, 2018

UMC ProVidence Suite
Trauma Building, 5th Floor
800 Hope Place
Las Vegas, Clark County, Nevada

The University Medical Center Governing Board Audit and Finance Committee met at the location and date above, at the hour of 3:00 p.m. The meeting was called to order at the hour of 3:00 p.m. by Chair Robyn Caspersen and the following members were present, which constituted a quorum.

CALL TO ORDER

Board Members:

Present:
Robyn Caspersen – Chair
Dr. Donald Mackay
Harry Hagerty
Chris Haase
Mary Lynn Palenik- Via Phone
Jeff Ellis

Others Present:

Absent:

Others Present:
Mason VanHouweling, Chief Executive Officer
Tony Marinello, Chief Operating Officer
Jennifer Wakem, Chief Financial Officer
Lonnie Richardson, Chief Information Officer
Susan Pitz, General Counsel
Deb Fox, Chief Nursing Officer
Jacqueline Saites, Director, Contracts Management
Terra Lovelin, Administrative Assistant

SECTION 1. OPENING CEREMONIES

ITEM NO. 1 PUBLIC COMMENT

Committee Chair Caspersen asked if there were any persons present in the audience wishing to be heard on any item on this agenda.

Speaker(s): None

ITEM NO. 2 Approval of minutes of the regular meeting of the UMC Governing Board Audit and Finance Committee meeting on October 17, 2018. *(For possible action)*

FINAL ACTION: A motion was made by Dr. Mackay that the minutes be approved as presented. Motion carried by unanimous vote.

ITEM NO. 3 Approval of Agenda *(For possible action)*

Item number 7 is being removed from the agenda

FINAL ACTION: A motion was made by Member Hagerty that the agenda be approved as amended. Motion carried by unanimous vote.

SECTION 2. BUSINESS ITEMS

ITEM NO. 4 Receive a report on technology needs and wants from Lonnie Richardson, Chief Information Officer with UMC; and direct staff accordingly. *(For possible action)*

DOCUMENTS SUBMITTED:
None submitted

DISCUSSION: Lonnie Richardson, CIO responded to a question Member Hagerty asked regarding what his technology needs and wants would be for the hospital. Mr. Richardson stated that any IT needs need to be self-sustaining; they pay for themselves either through efficiencies or cost savings.

An example of a technology want would be the ability to take a badge and plug it into a work station that then authorizes the physician/care provider to access the system. This would allow doctors to access the system quicker and increase time for patient care.

Mr. Marinello added that they are trying to figure out where something like this fits into the five-year capital plan especially with Epic on board now.

Chair Caspersen suggested the committee look at the five-year capital plan perhaps in January, and look at how it fits into the overall strategy.

Member Palenik added that it would be helpful especially for the new members like herself who have never seen it.

ITEM NO. 5 Receive an update report from the Chief Financial Officer; and direct staff accordingly. *(For possible action)*

DOCUMENTS SUBMITTED:
- None submitted

DISCUSSION: Ms. Wakem let the committee know that the financials for October will be presented next month due to the earlier meeting this month.

Also, it was asked what the carry-over was for FY17 and FY18. The capital carry-over for FY17 is about $900,000 and FY18 has about $9.5 million remaining.

A few staff changes that Ms. Wakem wanted to make the committee aware of are, the Director of Business Office has retired and the Director of Eligibility and Financial Services is retiring December 1.

Our outside Auditors, BDO will be presenting the FY18 financials in December. Ms. Wakem is not aware of any audit adjustments at this point.

The business office and patient access services exceeded their cash collection goals for October.

FINAL ACTION TAKEN: None Taken

ITEM NO. 6 Review and recommend for approval by the Governing Board the Capital Purchase of Furniture for Multiple Departments, Patient and Non-Patient; and take action as deemed appropriate. *(For possible action)*

DOCUMENTS SUBMITTED:
- Henriksen Butler Proposal
- Staples Quote

DISCUSSION: Tony Marinello, Chief Operating Officer explained that staff went through the entire facility and Quick cares and looked at what furniture needed to be replaced. They are replacing cabinets, chairs, recliners, couches, lobby furniture, etc. while modernizing and keeping everything consistent throughout entire hospital.

The furniture should be installed through phases starting mid-January.

This contract is for $1.5 million dollars.

<u>FINAL ACTION TAKEN:</u> A motion was made by Dr. Mackay to approve and make a recommendation to the Governing Board to approve the agreement. Motion carried by unanimous vote.

ITEM NO. 7 Review and recommend for approval by the Governing Board the quotes and agreements for the Epic Phase II project with Epic, Data Innovations, Cstor, CDW, & Philips Healthcare; approve a 20% contingency for CEO to execute future Order Forms within his delegation of authority; and take action as deemed appropriate. *(For possible action)*

Pulled From Agenda

ITEM NO. 8 Review and recommend for approval by the Governing Board the Agreement for Honeywell Access Control System Modernization; and take action as deemed appropriate. *(For possible action)*

<u>DOCUMENTS SUBMITTED</u>:
- Agreement for Honeywell Access Control System Modernization

<u>DISCUSSION</u>: UMC will be upgrading the badging and access matrix system throughout the entire hospital. The goal is to get this implemented within six months.

The contract amount of $1.3 million dollars includes a contingency component of 15% for unanticipated conflicts and/or additional work.

<u>FINAL ACTION TAKEN:</u> A motion was made by Member Hagerty to approve and make a recommendation to the Governing Board to approve the amendment. Motion carried by unanimous vote.

<u>SECTION 3: EMERGING ISSUES</u>

ITEM NO. 9 Identify emerging issues to be addressed by staff or by the Audit and Finance Committee at future meetings; and direct staff accordingly. (*For possible action)*

Member Palenik asked how election results tie into operations of the hospital and how the hospital is preparing for the downturn in economy.

Mr. Marinello added that staff is already looking productivity; how to be more efficient including combining departments.

The board is leaving this response up to management to respond to at a time they choose.

COMMENTS BY THE GENERAL PUBLIC:

At this time, Chair Caspersen asked if there were any persons present in the audience wishing to be heard on any items not listed on the posted agenda.

SPEAKERS(S): None

There being no further business to come before the Committee at this time, at the hour of 3:44 p.m., Chair Caspersen adjourned the meeting.

MINUTES APPROVED: December 5, 2018
Minutes Prepared by: Terra Lovelin