



**Minutes of the Open Session of the
Finance Committee of the
El Camino Hospital Board of Directors
Monday, March 23, 2020**

El Camino Hospital | 2500 Grant Road, Mountain View, CA 94040

Pursuant to State of California Executive Order N-29-20 dated March 18, 2020, El Camino Health did not provide a physical location for this meeting. Instead, the public was invited to join the open session meeting via teleconference.

Members Present

John Zoglin, Chair**

Joseph Chow**

Boyd Faust**

Gary Kalbach**

Don Watters**

Richard Juelis**

Members Absent

****via teleconference**

Agenda Item	Comments/Discussion	Approvals/ Action
1. CALL TO ORDER/ ROLL CALL	The open session meeting of the Finance Committee of El Camino Hospital (the "Committee") was called to order at 6:30pm by Chair John Zoglin. A verbal roll call was taken. All other members were present and participated telephonically. A quorum was present pursuant to State of California Executive Orders N-25-20 dated March 12, 2020 and N-29-20 dated March 18, 2020.	
2. POTENTIAL CONFLICT OF INTEREST	Chair Zoglin asked if any Committee members had a conflict of interest with any of the items on the agenda. No conflicts were reported.	
3. PUBLIC COMMUNICATION	There were no comments from the public.	
4. CONSENT CALENDAR	<p>Chair Zoglin asked if any member of the Committee wished to remove an item from the consent calendar.</p> <p>Chair Zoglin pulled (f) Report on Major Capital Projects in Progress. In response to a committee member's question regarding additional expenses on the Taube Pavilion project, Mr. Griffith stated that the cost impact will be between \$200,000 to \$400,000 which may be passed on to the architect.</p> <p>Motion: To approve the consent calendar: (a) Minutes of the Open Session of the Finance Committee Meeting (01/27/2020), (b) Minutes of the Open Session of the Joint Finance and Investment Committee Meeting (1/27/2020), (c) FY20 Period 7 Financials, and for information: (d) Progress Against Goals, (e) Committee Pacing Plan, (f) Report on Major Capital Projects in Progress.</p> <p>Movant: Kalbach Second: Juelis Ayes: Chow, Faust, Juelis, Kalbach, Watters, and Zoglin Noes: None Abstentions: None Absent: None Recused: None</p>	<i>Consent Calendar was approved.</i>
5. REPORT ON BOARD ACTIONS	Chair Zoglin asked the Committee for any questions or feedback on the Report on Board Actions as further detailed in the packet.	
6. FY20 PERIOD 8 FINANCIALS	Victor Cabrera, Director, Decision Support and Business Analytics, provided highlights of the FY20 Period 8 Financials as further detailed in the materials submitted. Mr. Cabrera reviewed February volumes,	<i>Financials were approved.</i>

	<p>revenues, monthly financial trends, productivity, and operating margin. Current year to date, outpatient activity continues to drive operations. Mr. Cabrera stated that all metrics are looking very favorable through February thus far. Inpatient service line volume trends compared to market trends is growing at about 6.5%.</p> <p>Mr. Cabrera reviewed the current income statement. While the supply line item is overbudget, it is tracking volume very well. We have an overage in fees and purchased services primarily made up of professional staffing including IT, security, and transportation costs.</p> <p>With respect to SVMD Mr. Cabrera stated that the “other operating revenue” is made up of capitation revenue and revenue from the hospitalist business. The supplies for the month and year to date are now unfavorable. One clinic had higher than expected supply cost. This is something that will be corrected with the next fiscal year budget. Mr. Cabrera stated that there is an anticipated \$7M to \$8M of loss in revenue for Period 9 due to the COVID-19 virus. Within the last week, inpatient and outpatient charges are both down.</p> <p>In response to committee member’s questions, Mr. Griffith explained that there is a growth plan for each service line that we have developed. There has been a lot of service line effort put into Maternal Child Health .</p> <p>Mr. Woods also explained that we can determine who the COVID-19 and non-COVID-19 patients are in the system. Mr. Cabrera noted that the FY20 budget for SVMD was very conservative, however, this year we are adjusting for that and correcting that. There was also a lab opened that was not accounted for in the budget. Previously, all labs from the SJMG clinics were sent to and processed at O’Connor Hospital.</p> <p>Motion: To recommend the Board approve the FY20 Period 8 Financials.</p> <p>Movant: Watters Second: Juelis Ayes: Chow, Faust, Juelis, Kalbach, Watters, and Zoglin Noes: None Abstentions: None Absent: None Recused: None</p>	
<p>7. MEDICAL NETWORK FINANCIAL DASHBOARD</p>	<p>Bruce Harrison, President, SVMD, presented the Medical Network Financial Dashboard with the list of the metrics that are managed at SVMD. The focus is to bring forward to the Finance Committee SVMD’s financial plan and annual report related to it’s metrics including annual operating budget and capital budget. The data listed in the packet is on an aggregate level. Within the medical network, we our (4) separate businesses: medical practices, urgent care sites, managed care operation, and the hospitalist program. Mr. Harrison stated that there has been a lot of investment in new sites and business plans. Mr. Harrison stated that his team measures network adequacy, provider productivity, slot utilization in regards to appointments, and panel size by providers. These will all be presented quarterly to the Finance Committee.</p> <p>In response to committee members questions, Mr. Harrison stated that patient experience will be presented at the full board and the quality committee. With materials presented to the Finance Committee, the goals</p>	

	<p>will have a target and benchmarks to compare the metrics to. Mr. Harrison also stated that the medical network is beginning to measure metrics with telehealth in addition to in office visits.</p> <p>Mr. Chow suggested the key metrics to be separated by sites. Mr. Watter's added that the demographics and economic conditions are all over the map and agrees with Mr. Chow's suggestion. Ms. Rotunno suggested to discuss this during closed session.</p>	
8. ADJOURN TO CLOSED SESSION	<p>Motion: To adjourn to closed session at 6:31pm.</p> <p>Movant: Kalbach Second: Chow Ayes: Chow, Faust, Juelis, Kalbach, Watters, and Zoglin Noes: None Abstentions: None Absent: None Recused: None</p>	<i>Adjourned to closed session at 6:31pm</i>
9. AGENDA ITEM 16: RECONVENE OPEN SESSION/ REPORT OUT	<p>The open session reconvened at 7:59 pm. Agenda Items 9-15 were covered in closed session. During the closed session, the Committee approved Meeting Minutes of the Closed Session of the Finance Committee (1/27/2020) and Meeting Minutes of the Closed Session of the Joint Finance and Investment Committees (1/27/2020) by a unanimous vote of all members present (Zoglin, Chow, Faust, Kalbach, Juelis and Watters).</p>	
10. AGENDA ITEM 17: APPROVAL OF PHYSICIAN CONTRACTS	<p>The Enterprise Stroke & Neurology On-Call Coverage Panel will go straight to the Board for approval.</p> <p>Motion: To approve the (b) Enterprise Amended & Restated Ortho Co-Management, (c) MV Urology On-Call Panel, (d) LG Urology On-Call Panel, and (e) Enterprise Infection Control Medical Director Increase in Hours.</p> <p>Movant: Kalbach Second: Juelis Ayes: Chow, Faust, Juelis, Kalbach, Waters, and Zoglin Noes: None Abstentions: None Absent: None Recused: None</p>	<i>Physician Contracts approved.</i>
11. AGENDA ITEM 18: CLOSING COMMENTS	None noted.	
12. AGENDA ITEM 19: ADJOURNMENT	<p>Motion: To adjourn at 8:05pm</p> <p>Movant: Kalbach Second: Faust Ayes: Chow, Faust, Juelis, Kalbach, Watters, and Zoglin Noes: None Abstentions: None Absent: None Recused: None</p>	<i>Meeting adjourned at 8:59pm</i>

Attest as to the approval of the foregoing minutes by the Finance Committee of El Camino Hospital:

DocuSigned by:



John Zoglin 441...

Chair, Finance Committee