

Petersburg Medical Center

103 Fram Street
PO Box 589
Petersburg, AK 99833

Phone: 907-772-4291
Fax: 907-772-3085

BOARD MEETING

A g e n d a

DATE: Thursday, August 27th, 2020
TIME: 5:00 p.m.
LOCATION: Zoom

	<u>Lead</u>	<u>Handout</u>
I. CALL TO ORDER	<i>Chair</i>	<i>N/A</i>
II. APPROVAL OF THE AGENDA	<i>Chair</i>	<i>in packet</i>
III. APPROVAL OF BOARD MINUTES – June 25 th , 2020; July 30 th , 2020; August 7 th , 2020	<i>Chair</i>	<i>in packet</i>
IV. VISITOR COMMENTS	<i>Chair</i>	<i>N/A</i>
V. BOARD MEMBER COMMENTS	<i>Chair</i>	<i>N/A</i>
VI. REPORTS		
A. Quality & Infection Prevention <i>Action required: Informational only</i>	<i>L. Bacom</i>	<i>at meeting</i>
B. Executive Summary <i>Action required: Informational only</i>	<i>P. Hofstetter</i>	<i>in packet</i>
C. Financial <i>Action required: Informational only</i>	<i>R. Tejera</i>	<i>in packet</i>
VII. UNFINISHED BUSINESS		
VIII. NEW BUSINESS		
A. CARES ACT FUNDING <i>Action required: Approval</i> <i>Motion: Petersburg Medical Center's Board of Directors approves Petersburg Medical Center to modify the original request for Petersburg Borough CARES Act funds from \$1,004,638.50 to \$608,345.25. The purpose of these funds is to cover additional support of personnel, technology and equipment to assist in the isolation, tracking, detection and treatment of SARS-CoV-2 during the COVID pandemic.</i>	<i>P. Hofstetter</i>	<i>in packet</i>

B. EXECUTIVE COMMITTEE DISCUSSION *P. Hofstetter* *at meeting*
Action required: Informational only

IX. EXECUTIVE SESSION
By motion, the Board will enter into Executive Session for a legal update.

X. NEXT MEETING

XI. ADJOURNMENT

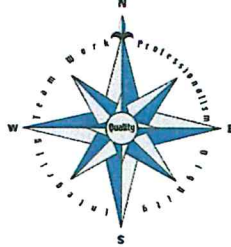
AMENDED

Petersburg Medical Center

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Phone: (907) 772-4291 | Fax: (907) 772-3085



Meeting: Medical Center Board Meeting

Date: June 25th, 2020 **Time:** 5:00 p.m.

Board Members Present: Joe Stratman, Cindi Lagoudakis, George Doyle, Marlene Cushing, Jerod Cook, Kathi Riemer, Jim Roberts (all members attended via Zoom)

Board Members Absent: None

- I. **CALL TO ORDER:** Member Cook called the meeting to order at 5:00 p.m.
- II. **APPROVAL OF THE AGENDA:** Member Cushing made a motion to approve the agenda as presented. Member Lagoudakis seconded. Motion passed unanimously.
- III. **APPROVAL OF BOARD MINUTES:** Member Stratman made a motion to approve the minutes as presented from the board meeting on May 28th, 2020. Motion seconded by Member Cushing. Motion passed unanimously.
- IV. **VISITORS COMMENTS:** None
- V. **BOARD MEMBER COMMENTS:** None
- VI. **REPORTS:**
 - A. **Quality & Infection Prevention.** L. Bacom provided a verbal report. She noted that she continues to work with the Borough PIO and PMC's public relations to update websites to have consistent messaging. A lot of information can be found at Psgcovidinfo.net and the PMC website. She stated that airport screening is in place. She is working to provide more detailed reporting, such as the number of non-residents tested and the number of tests conducted at the canneries. KFSK Live is held weekly on Fridays. She added that she continues to encourage mitigation efforts in the community.
 - B. **Executive Summary.** P. Hofstetter highlighted some key points noted in his written report (see copy). Additionally, he noted that there has been a focus on asymptomatic testing at the airport as mandated by the State. He commended the team for getting airport testing in place. A MOA with the Borough to provide testing is in place. Testing supplies in the facility have increased which has led to the ability to perform more in-house testing. He stated that a reduction in volumes continues with the exception of

Home Health which has seen an increase in the census. The hospital census remains low and continue struggling to increase services. He stated that PMC was fortunate to receive financial assistance with federal funds. The budget has been drafted. He had a conversation with Sen. Murkowski regarding trends in rural healthcare and asked her to support telehealth. P. Hofstetter then discussed changes in staffing.

C. Financial. R. Tejera highlighted some areas on the statement of cash flow (see copy). She noted a net change in cash of over \$8.5 million which is not a surprise considering the CARES Act funding received and the loan from the Small Business Administration. May ended with over \$16 million in operating and investment cash which equals 342 days cash on hand. She added that volumes and revenue are down. She also noted that expenses are a little higher but have been fairly level.

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

A. Budget Presentation. R. Tejera presented the budget for fiscal year 2021 (see copy).

B. Operating Budget. R. Tejera reviewed the operating budget for fiscal year 2021 as part of her budget presentation. Member Riemer made a motion to approve the Operating Budget for FY21 as presented. Motion seconded by Member Stratman. Motion passed unanimously.

C. Capital Budget. R. Tejera reviewed the capital budget for fiscal year 2021 as part of her budget presentation. Member Cushing made a motion to approve the Capital Budget for FY21 as presented. Motion seconded by Member Riemer. Motion passed unanimously.

D. Quarterly Budget Review. Member Cushing made a motion to approve the establishment of a quarterly process to review and, if necessary, to modify, the operating and capital budgets for FY21 due to ongoing impacts of the COVID-19 pandemic. Motion seconded by Member Lagoudakis. Discussion followed. It was noted that any changes in the budget would go to the Resource Committee and would then be presented to the full board. Motion passed unanimously.

IX. EXECUTIVE SESSION. Member Stratman made a motion to enter Executive Session for a legal update. Motion seconded by Member Lagoudakis. Motion passed unanimously. Board entered Executive Session at 6:01 pm. Member Roberts made a motion to come out of Executive Session. Motion seconded by Member Doyle. The Board came out of Executive Session at 6:31 p.m.

X. NEXT MEETING: Board training with the Foraker Group was scheduled for Thursday, July 23rd, at 5:00 via Zoom. The next regularly scheduled meeting was set for Thursday, July 30th, 2020 at 5:00 p.m. via Zoom.

XI. ADJOURNMENT: Member Lagoudakis made a motion to adjourn. Motion was seconded by Member Riemer. Motion passed unanimously. The meeting adjourned at 6:36 p.m.

Respectfully submitted,

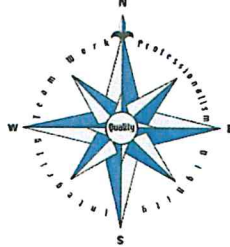
Marlene Cushing, Board Secretary

Petersburg Medical Center

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Meeting: Medical Center Board Meeting

Date: July 30th, 2020 **Time:** 5:00 p.m.

Board Members Present: Joe Stratman, Cindi Lagoudakis, George Doyle, Marlene Cushing, Jerod Cook, Kathi Riemer, Jim Roberts (all members attended via Zoom)

Board Members Absent: None

- I. **CALL TO ORDER:** Member Cook called the meeting to order at 5:00 p.m.
- II. **APPROVAL OF THE AGENDA:** Member Doyle made a motion to add Discussion of legal matter under Executive Session. Motion seconded by Member Roberts. Motion passed unanimously. Member Cushing made a motion to approve the agenda as amended. Member Doyle seconded. Motion passed unanimously.
- III. **VISITORS COMMENTS:** None
- IV. **BOARD MEMBER COMMENTS:** Member Lagoudakis expressed sympathies and appreciation to staff because it has been a tough week.
- V. **REPORTS:**
 - A. **Quality & Infection Prevention.** No report available.
 - B. **Executive Summary.** P. Hofstetter highlighted some key points noted in his written report (see copy). Additionally, there was discussion regarding testing capacity and turnaround times.
 - C. **Financial.** R. Tejera reported that the preliminary audit starts next week and then it will be finalized the second week of September. The cost report will also be completed in September. COVID-19 continues to be the main factor impacting finances. June saw an increase in services except for long term care. The gross patient revenue increased by 17% from May but remains below pre-COVID levels so revenue is still down. Fiscal year 2020 ended in gross revenue of just over 20 million which was 1% over budget. The net revenue was around 17 million which was 2% over budget. In June the operating expenses were 1.6 million. FEMA funds and grants continue to be pursued. She then reviewed the balance sheet and the statement of cash flow (see copies).

VI. UNFINISHED BUSINESS

VII. NEW BUSINESS

A. Billing discussion. Member Lagoudakis explained concerns she received from a patient regarding the billing process.

VIII. EXECUTIVE SESSION. Member Lagoudakis made a motion to enter Executive Session for a legal matter and the CEO Evaluation. Motion seconded by Member Riemer. Motion passed unanimously. Board entered Executive Session at 5:33 p.m. Member Riemer made a motion to come out of Executive Session. Motion seconded by Member Roberts. The Board came out of Executive Session at 6:41 p.m. Member Cushing made a motion that in recognition of exemplary performance as CEO the Petersburg Medical Center's Board of Directors authorizes to renegotiate the CEO's contract including terms and extension. Motion seconded by Member Roberts. Motion passed unanimously.

IX. NEXT MEETING: The next regularly scheduled meeting was set for Thursday, August 27th, 2020 at 5:00 p.m. via Zoom.

X. ADJOURNMENT: Member Riemer made a motion to adjourn. Motion was seconded by Member Doyle. Motion passed unanimously. The meeting adjourned at 6:48 p.m.

Respectfully submitted,

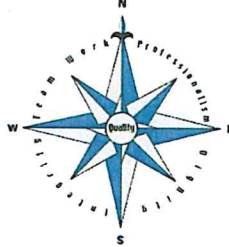
Marlene Cushing, Board Secretary

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Meeting: Medical Center Board Meeting

Date: August 7th, 2020 **Time:** 12:00 p.m.

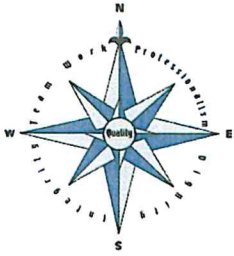
Board Members Present: Joe Stratman, Cindi Lagoudakis, George Doyle, Marlene Cushing, Jerod Cook, Kathi Riemer, Jim Roberts (all members attended via Zoom)

Board Members Absent: None

- I. **CALL TO ORDER:** Member Cook called the meeting to order at 12:00 p.m.
- II. **APPROVAL OF THE AGENDA:** Member Roberts made a motion to approve the agenda as presented. Motion seconded by Member Lagoudakis. Motion passed unanimously.
- III. **CARES ACT FUNDING.** Member Cushing made a motion that Petersburg Medical Center's Board of Directors approves Petersburg Medical Center to apply for Petersburg Borough CARES Act funds to cover additional support of personnel, technology and equipment to assist in the isolation, tracking, detection and treatment of SARS-CoV-2 during the COVID pandemic in the amount of \$1,004,638.50. Motion seconded by Member Stratman. Discussion followed. P. Hofstetter explained the expenditures between March 2020 and July 28, 2020 as well as expected expenditures for July 29, 2020 through December 2020 for a total request of funding in the amount of \$1,004,638.50. He noted that PMC is applying for almost \$800,000 in grants. If grant funding is received, then some of the Borough funding may not be required. Additionally, R. Tejera provided an explanation of FEMA reimbursement. Motion passed unanimously.
- IV. **ADJOURNMENT:** Member Roberts made a motion to adjourn. Motion was seconded by Member Lagoudakis. Motion passed unanimously. The meeting adjourned at 12:16 p.m.

Respectfully submitted,

Marlene Cushing, Board Secretary



Petersburg Medical Center

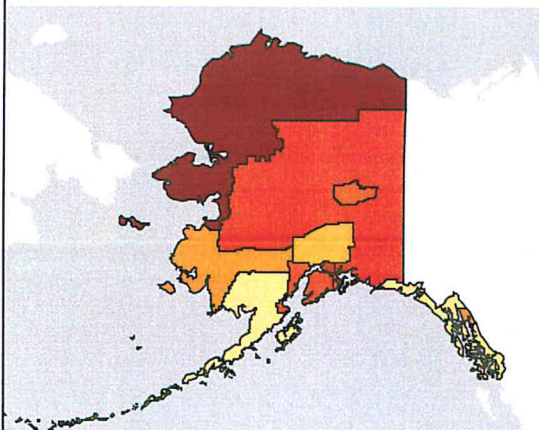
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CEO Report:

The following updates are not a comprehensive summary of activities due to the activation of the Emergency Preparedness Incident Command Center from the COVID-19 response since March 11th.

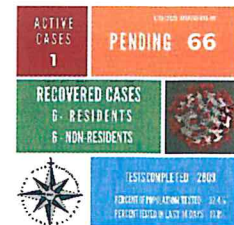
Petersburg Medical Center is now in the 5th month of Incident Command System since it was activated under the COVID pandemic on March 11th. We are reviewing our response, policies, and processes to strategize for long term planning. This operational period of SARS-COV-2 in Alaska has seen an increase of cases in AK residents and clusters are forming in various communities. Petersburg COVID cases remain low at this time and we hope to continue seeing this trend. Petersburg Medical Center continues to be involved the Borough Incident Command as a resource to assist with the school in addition to the airport and seafood worker asymptomatic testing. The clusters around the state strongly suggest the need for localized community response plans. PMC has been working with the Borough to assist in a plan for community review. Information changes as more is learned however, the mitigation factors are relatively unchanged: Physical distancing, temperature screening (and questionnaire), hand washing / hygiene, masking, and testing. Indoor spaces appear to have a stronger component to transmission than outdoor. Physical distance and masking make a big impact to prevent transmission. In addition to mitigation strategies the goal is to identify, isolate and track the virus within the community to eliminate spread. Below is a current visual (August 21st) that shows the 7-day average rate of COVID within Alaska.

Average Daily Case Rate in Last 7 Days



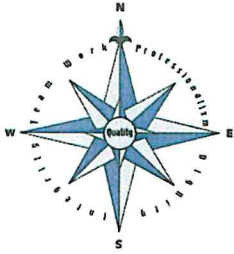
**Taken from State of Alaska Coronavirus Hub*

Petersburg has 0 active cases currently at the time of this writing. The recovered totals to-date are 3 community residents, 5 visitors from out of state, 2 seafood cannery workers and one resident who acquired and died out-of-state. PMC has implemented a number of incident directive policies either required or recommended by the Centers for Disease Control and/or Centers for Medicare Medicaid Services.



The most recent is a policy for staff who will be traveling outside of the state of Alaska must follow the Mandate 10 protocol upon return. This essentially requires a test at the airport and a quarantine of 7 days before returning to work (provided tests are negative). In the facility the constant changes and directives continue to impose stress on staff.

Facility:



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New Facility Planning: The master plan was finalized in February and further developments have been on hold due to COVID. There are no new updates to this since last month's report. It is important to move this project forward and evaluate PMC's next steps for phase 2: Site selection, environmental study, space programming refinement and full architectural designs. As reported last month, I have reached out to potential funding programs through the USDA and Denali Commission as well as advocating support from legislature. New facility planning that incorporates a facility of post COVID access to care and economic development should be considered during this phase.

Existing Facility update: USP 800: the construction phase of the project has been mostly completed and commissioned for use.

Community Education/Outreach:

PMC serves on the Borough Incident Command under Operations Section and has participated in numerous communications to the community and Assembly throughout the pandemic. PMC continues to participate in the weekly informative live KFSK radio session for COVID updates. The PMC incident command has a briefing Monday, Wednesday and Friday that includes the Borough Incident Command, school, and public health.

- August 20th a small representative group from Borough and PMC emergency operations met with Dr. Zink (Medical Director) and Dr. McLaughlin (Epidemiology) with the State of Alaska to discuss the community response plan.
- August 19th teleconference with Commissioner Crum to update PMC's response and needs during the COVID response.
- August 18th, combined Zoom and small (4) in-person (masked / physical distanced) luncheon with the physicians.
- The wellness committee is working on providing opportunities for the community and hosting the Rainforest Run this September.
- August 17th PMC report to the Borough Assembly Meeting.

Integrated Healthcare:

The Premera AIMS grant, (despite COVID) has been moving the integrated care program forward. Our behavioral health team includes our clinic lead Dr. Hess, providers, behavioral health lead (Pat Sessa) and a Nurse Practitioner (Tina Pleasants). As reported last month, we are looking forward to continuing the PMC integration of mental health and specialty access through our clinic. This is a model of care with teams in the clinic that uses

Rainforest Run
10K & Half Marathon Run/Walk

In-person & Virtual Options

REGISTRATION: FREE or \$20 with T-shirt
Pre-register at www.pmc-health.org

All proceeds will go to PHS Cross Country Team

<< Virtual: September 12-Sept 18 >>

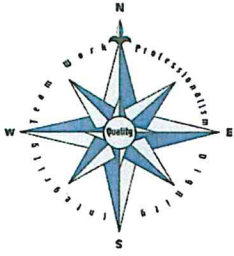
- Run/Walk any 10K (6.2 mi) or Half Marathon (13.1 mi) course
- Submit a screenshot of an app (like Strava or Runkeeper) with proof of distance & time to klambe@pmc-health.org by 9/18

<< In-Person: September 19th >>

- Check-in/Register at Sandy Beach
- Walkers start @ 8:00 / Runners start @ 9:00
- Please wear a face covering at start/finish line to protect yourself & others

PETERSBURG MEDICAL CENTER
HEALTHY COMMUNITY SERIES

For more info contact:
Julie.ajurker@pmc-health.org



Petersburg Medical Center

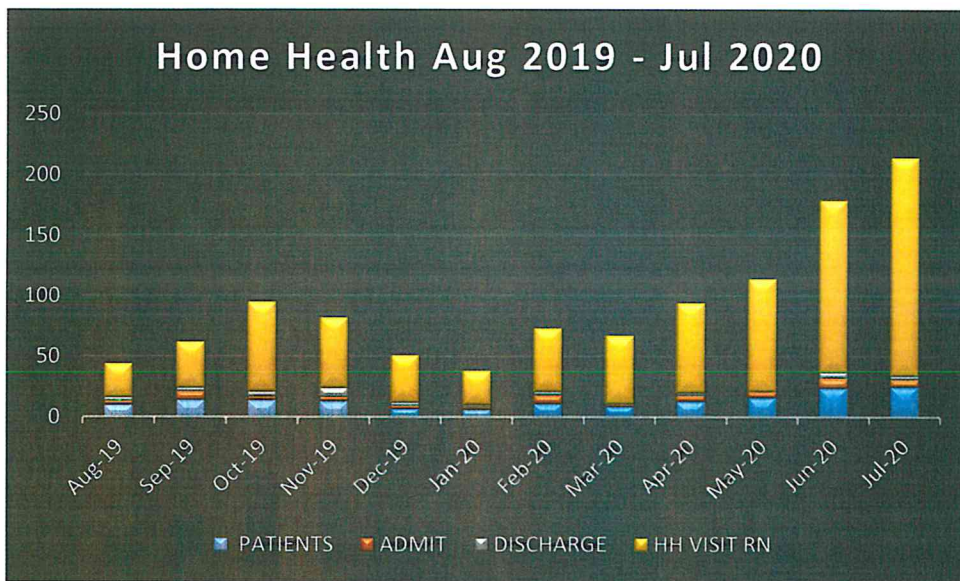
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case management and processes to improve gaps in care and access to care.

Nutrition therapy, diabetes education, audiology and management has increased through the clinic outpatient services. Chiropractor services have returned in the clinic while PMC maintains a Green or Yellow color code COVID status. The PMC wellness committee meets regularly to focus on employees and community outreach. The group provided a Healthy Community Series (runs, stress relief, gratitude challenge, etc.) and employee wellness challenges throughout COVID.

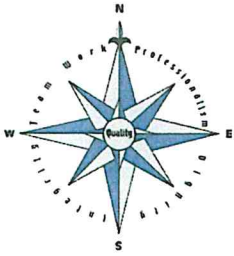
Workforce development:

PMC new Laboratory manager started August 10th, Violet Shimek. Home Health hired new manager Kirsten Rioux-Testoni and will transition from PMC travelling RN in home health to management in October. We are excited to see this department grow significantly.



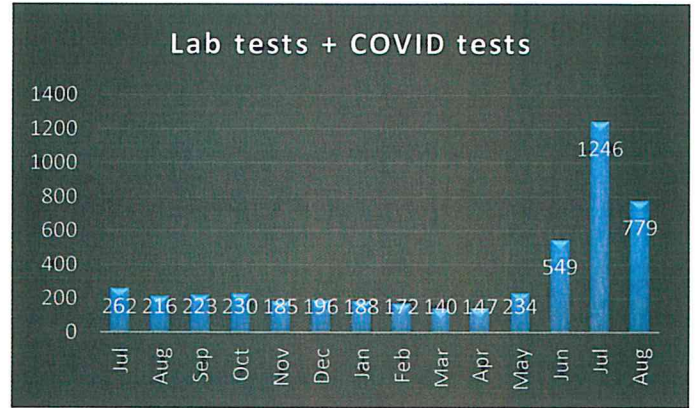
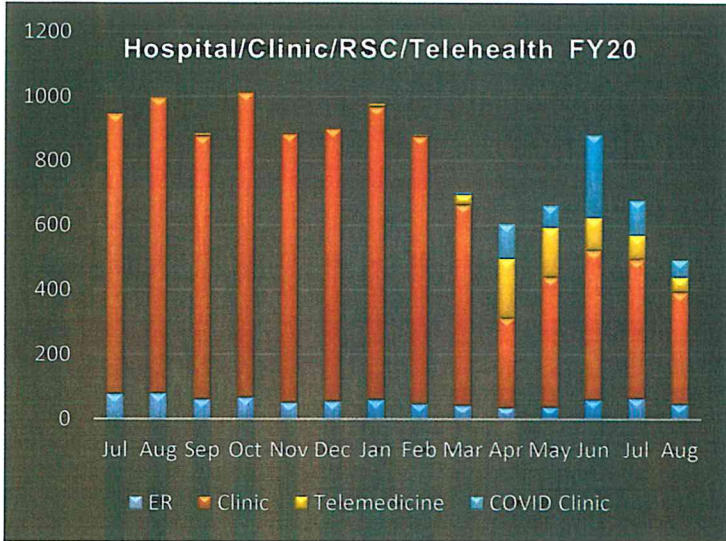
Finance: Rocio attached the update of the first month and the year for financials FY21. Overall, the COVID response continues to see a significant drop in revenue due to the reductions and restrictions imposed for pandemic response. The past 7 months PMC has spent considerable resources in not only increasing its' preparation for surge, infection control and testing but to safely see patients in the facility. Grant applications for various programs have met with mixed results. The most recent is a denial through the Community Foundation grant of \$800K towards the community efforts and response.

July totals we can see clinic volumes decreased about 45% in-person encounters; however, ER and inpatient census are back to "normal." There is a large increase in respiratory clinic, asymptomatic testing and telehealth visits that show 50% more volume of the facility overall compared to July 2019.



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PETERSBURG MEDICAL CENTER

FINANCIAL REPORTING PACKAGE

FISCAL YEAR 2021

For the one month ended July 31, 2020

PETERSBURG MEDICAL CENTER
Statement of Revenues and Expenses
For the one month ended July 31, 2020

	Month Actual	Month Budget	\$ Variance	% Variance	YTD Actual	YTD Budget	\$ Variance	% Variance	Prior YTD	% Variance
Gross Patient Revenue:										
1.	\$321,870	\$200,385	\$121,485	60.6%	\$321,870	\$200,385	\$121,485	60.6%	\$244,167	31.8%
2.	1,065,999	725,973	340,026	46.8%	1,065,999	725,973	340,026	46.8%	1,067,306	-0.1%
3.	255,083	324,049	(68,966)	-21.3%	255,083	324,049	(68,966)	-21.3%	379,150	-32.7%
4.	1,642,952	1,250,407	392,545	31.4%	1,642,952	1,250,407	392,545	31.4%	1,690,623	-2.8%
	391,367	217,195	(174,172)	-80.2%	391,367	217,195	(174,172)	-80.2%	322,404	-21.4%
5.	0	0	0	n/a	0	0	0	n/a	0	n/a
6.	33,717	7,002	(26,715)	-381.5%	33,717	7,002	(26,715)	-381.5%	(91,879)	-136.7%
7.	95,114	42,792	(52,322)	-122.3%	95,114	42,792	(52,322)	-122.3%	85,530	-11.2%
8.	520,198	266,989	(253,209)	-94.8%	520,198	266,989	(253,209)	-94.8%	316,055	-64.6%
9.										
10.	1,122,754	983,418	139,336	14.2%	1,122,754	983,418	139,336	14.2%	1,374,568	-18.3%
	69,758	62,276	7,482	12.0%	69,758	62,276	7,482	12.0%	53,595	30.2%
11.	0	13,750	(13,750)	-100.0%	0	13,750	(13,750)	-100.0%	10,527	-100.0%
12.	600,000	600,000	0	0.0%	600,000	600,000	0	0.0%	0	n/a
13.	66,932	1,353	65,579	4846.9%	66,932	1,353	65,579	4846.9%	3,633	1742.3%
14.	736,690	677,379	59,311	8.8%	736,690	677,379	59,311	8.8%	67,755	987.3%
15.										
16.	1,859,444	1,660,797	198,647	12.0%	1,859,444	1,660,797	198,647	12.0%	1,442,323	28.9%
Other Revenue										
17.	930,934	824,721	(106,213)	-12.9%	930,934	824,721	(106,213)	-12.9%	750,995	-24.0%
18.	91,330	84,958	(6,372)	-7.5%	91,330	84,958	(6,372)	-7.5%	64,947	-40.6%
19.	313,389	324,202	10,813	3.3%	313,389	324,202	10,813	3.3%	284,530	-10.1%
20.	51,813	99,247	47,434	47.8%	51,813	99,247	47,434	47.8%	116,534	55.5%
21.	74,248	98,089	23,841	24.3%	74,248	98,089	23,841	24.3%	73,048	-1.6%
22.	51,690	42,282	(9,408)	-22.3%	51,690	42,282	(9,408)	-22.3%	32,196	-60.5%
23.	3,102	18,788	15,686	83.5%	3,102	18,788	15,686	83.5%	13,116	76.3%
24.	12,426	11,633	(793)	-6.8%	12,426	11,633	(793)	-6.8%	11,660	-6.6%
25.	52,613	45,740	(6,873)	-15.0%	52,613	45,740	(6,873)	-15.0%	45,646	-15.3%
26.	1,507	11,060	9,553	86.4%	1,507	11,060	9,553	86.4%	8,556	82.4%
27.	55,696	57,519	1,823	3.2%	55,696	57,519	1,823	3.2%	57,090	2.4%
28.	8,821	8,756	(65)	-0.7%	8,821	8,756	(65)	-0.7%	8,497	-3.8%
29.	10,086	15,934	5,848	36.7%	10,086	15,934	5,848	36.7%	11,370	11.3%
30.	1,657,655	1,642,929	(14,726)	-0.9%	1,657,655	1,642,929	(14,726)	-0.9%	1,478,185	-12.1%
31.	201,789	17,868	183,921	1029.3%	201,789	17,868	183,921	1029.3%	(35,862)	662.7%
Income (loss) from operations										
32.	109,139	6,250	102,889	1646.2%	109,139	6,250	102,889	1646.2%	16,811	549.2%
33.	(200)	(208)	8	3.8%	(200)	(208)	8	3.8%	(629)	68.2%
34.	0	0	0	n/a	0	0	0	n/a	0	n/a
35.	245	0	245	0.0%	245	0	245	0.0%	33	642.4%
36.	109,184	6,042	103,142	1707.1%	109,184	6,042	103,142	1707.1%	16,215	573.4%
37.	\$310,973	\$23,910	\$287,063	1200.6%	\$310,973	\$23,910	\$287,063	1200.6%	(\$19,647)	1682.8%
Nonoperating Gains(Losses):										
32.	Investment income									
33.	Interest expense									
34.	Gain (loss) on disposal of assets									
35.	Other non-operating revenue									
36.	Net nonoperating gains (losses)									
37.	Change in Net Position (Bottom Line)									

() or - indicates unfavorable variance

PETERSBURG MEDICAL CENTER
Key Volume Indicators
For the one month ended July 31, 2020

	Current Month			Year-To-Date				
	Actual	Budget	Variance Amount %	Actual	Budget	Variance Amount %	Prior YTD	Variance %
1. Patient Days - Acute Care	29	16	13 81.3%	29	16	13 81.3%	16	81.3%
2. Patient Days - Swing Bed	62	58	4 6.9%	62	58	4 6.9%	73	-15.1%
3. Patient Days - Total	91	74	17 23.0%	91	74	17 23.0%	89	2.2%
4. Average Daily Census - Acute Care	0.9	0.5	0.4 81.3%	0.9	0.5	0.4 81.3%	0.5	81.3%
5. Average Daily Census - Swing Bed	2.0	1.9	0.1 6.9%	2.0	1.9	0.1 6.9%	2.4	-15.1%
6. Average Daily Census - Total	2.9	2.4	0.5 23.0%	2.9	2.4	0.5 23.0%	2.9	2.2%
7. Percentage of Occupancy	24.5%	19.9%	4.6% 23.0%	24.5%	19.9%	4.6% 23.0%	23.9%	2.2%
8. Long Term Care Resident Days	279	341	(62) -18.2%	279	341	(62) -18.2%	434	-35.7%
9. Average Daily Census - Long Term Care	9.0	11.0	(2.0) -18.2%	9.0	11.0	(2.0) -18.2%	14.0	-35.7%
10. Percentage of Occupancy - Long Term Care	60.0%	73.3%	(13.3%) -18.2%	60.0%	73.3%	(13.3%) -18.2%	93.3%	-35.7%
11. Emergency Room Visits	64	77	(13) -16.9%	64	77	(13) -16.9%	78	-17.9%
12. Radiology Procedures	157	110	47 42.7%	157	110	47 42.7%	184	-14.7%
13. Lab Tests (excluding QC)	-	1,530	(1,530) -100.0%	-	1,530	(1,530) -100.0%	2,207	-100.0%
14. Rehab Services Units	759	304	455 149.7%	759	304	455 149.7%	1,123	-32.4%
15. OP Treatment Room	33	59	(26) -44.1%	33	59	(26) -44.1%	79	-58.2%
16. Home Health Visits	269	150	119 79.3%	269	150	119 79.3%	120	124.2%
17. Clinic Visits	609	475	134 28.2%	609	475	134 28.2%	1,002	-39.2%

() or - indicates an unfavorable variance

PETERSBURG MEDICAL CENTER
Key Operational Indicators

For the one month ended July 31, 2020

	Current Month			Year-To-Date			Prior YTD \$	Prior YTD %
	Actual	Budget	Variance Amount %	Actual	Budget	Variance Amount %		
23.8%	17.4%	-6.5%	-37.1%	23.8%	17.4%	-6.5%	19.1%	-24.9%
5.8%	3.4%	-2.4%	-69.2%	5.8%	3.4%	-2.4%	5.1%	-14.4%
2.1%	0.6%	-1.5%	-266.5%	2.1%	0.6%	-1.5%	-5.4%	137.8%
10.9%	1.1%	9.8%	908.7%	10.9%	1.1%	9.8%	-2.5%	536.5%
15.8%	1.4%	14.4%	1001.2%	15.8%	1.4%	14.4%	-1.3%	1272.7%
				313.2			179.9	74.1%
				44.4				

Future months to include FTE's and Salary related indicators.

PETERSBURG MEDICAL CENTER
Balance Sheet
July 31, 2020

ASSETS

	July 2020	June 2020	June 2020	July 2019
Current Assets:				
1. Cash - operating	\$6,108,921	\$6,977,720	\$6,977,720	\$2,352,398
2. Cash - insurance advances	3,648,600	3,648,600	3,648,600	0
3. Investments	2,599,136	2,597,099	2,597,099	2,567,410
4. Total cash	12,356,657	13,223,419	13,223,419	4,919,808
5. Patient receivables	4,763,435	4,398,097	4,398,097	5,042,793
6. Allowance for contractuals & bad debt	(3,168,531)	(2,966,058)	(2,966,058)	(3,052,076)
7. Net patient receivables	1,594,905	1,432,039	1,432,039	1,990,717
8. Other receivables	84,176	48,277	48,277	77,147
9. Inventories	285,498	287,034	287,034	222,440
10. Prepaid expenses	256,397	100,432	100,432	263,643
11. Total current assets	14,577,632	15,091,201	15,091,201	7,473,755

Property and Equipment:

12. Assets in service	22,118,623	22,118,623	22,118,623	21,821,262
13. Assets in progress	452,031	441,798	441,798	63,697
14. Total property and equipment	22,570,654	22,560,421	22,560,421	21,884,959
15. Less: accumulated depreciation	(18,359,942)	(18,304,246)	(18,304,246)	(17,668,638)
16. Net property and equipment	4,210,712	4,256,175	4,256,175	4,216,321

Assets Limited as to Use by Board

17. Investments	2,579,760	2,495,153	2,495,153	2,494,560
18. Building fund	544,672	525,783	525,783	522,285
19. Pension	3,124,432	3,020,936	3,020,936	3,016,845

Deferred Outflows:

20. Pension	2,883,764	2,883,764	2,883,764	2,883,764
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21. Total assets	\$24,796,541	\$25,252,076	\$25,252,076	\$17,590,685
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LIABILITIES & FUND BALANCE

	July 2020	June 2020	June 2020	July 2019
Current Liabilities:				
22. Accounts payable	\$657,668	\$703,218	\$703,218	\$532,137
23. Accrued payroll	165,415	473,575	473,575	434,010
24. Accrued PTO and extended sick	897,807	880,050	880,050	724,090
25. Payroll taxes and other payables	170,699	99,937	99,937	75,932
26. Due to Medicare	357,719	357,719	357,719	528,080
27. Due to Medicare - Advance	3,573,422	3,573,422	3,573,422	0
28. Due to Blue Cross - Advance	52,000	52,000	52,000	0
29. Deferred revenue	1,664,317	2,005,000	2,005,000	0
30. Loan Payable - SBA	1,650,000	1,800,000	1,800,000	0
31. Current portion of long-term debt	124,848	124,848	124,848	124,895
32. Total current liabilities	9,313,895	10,069,769	10,069,769	2,419,144

Long-Term Debt:

33. Capital leases payable	19,893	30,525	30,525	145,171
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Pension Liabilities:

34. Net Pension Liability	11,593,911	11,593,911	11,593,911	11,593,911
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35. OPEB Liability	2,366,512	2,366,512	2,366,512	2,366,512
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36. Total liabilities	23,294,211	24,060,717	24,060,717	16,524,738
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Deferred Inflows:

37. Difference in pension costs	1,185,483	1,185,483	1,185,483	1,185,483
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Net Position:

38. Unrestricted	5,875	(99,888)	(99,888)	(99,888)
39. Current year net income (loss)	310,973	105,765	105,765	(19,647)
40. Total net position	316,847	5,876	5,876	(119,536)

41. Total liabilities and fund balance	\$24,796,541	\$25,252,076	\$25,252,076	\$17,590,685
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*** In July of each year, June of the prior year will appear twice, once representing the prior month and once representing the prior year-end.

PETERSBURG MEDICAL CENTER

Statement of Cash Flows

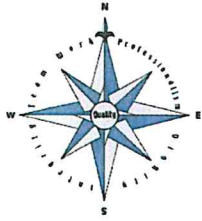
July 31, 2020

	FY21	FY20	Variance
Cash Flows from Operating Activities			
1. Cash received from patient services	959,889	1,487,117	(527,229)
2. Cash from other sources	31,033	3,660	27,373
3. Cash paid to suppliers	(532,859)	(690,450)	157,591
4. Cash paid to employees	(1,418,964)	(909,291)	(509,673)
5. Net cash provided by (used for) operating activities	(960,901)	(108,964)	(851,938)
Cash Flows from Noncapital Financing Activities:			
6. Cash from grant programs	109,317	10,527	98,790
7. Cash from provider relief funds	0	0	0
8. Cash (to)/from providers - advances	0	0	0
9. Cash from/payments on SBA Loan	0	0	0
10. Cash from non-operating revenue	245	33	212
11. Net cash provided by noncapital financing activities	109,562	10,560	99,002
Cash Flows from Capital and Related Financing Activities			
12. Interest paid	(200)	(629)	429
13. Cash payments on long-term debt	(10,632)	(10,202)	(430)
14. Purchase of property and equipment	(10,233)	(18,835)	8,602
15. Net cash used for capital and related financing activities	(21,065)	(29,666)	8,601
16. Net increase (decrease) in cash and cash equivalents	(872,405)	(128,070)	(744,335)
17. Cash and cash equivalents, beginning of year	13,223,419	5,044,237	8,179,182
18. Cash and cash equivalents, end of period	12,351,014	4,916,167	7,434,847
Days Cash on Hand - Operating/Investments			
19. Days Cash on Hand - Operating/Investments	176.2	111.5	64.6
20. Days Cash on Hand - Provider Advances	73.8	-	73.8
21. Days Cash on Hand - Total Operating Cash & Investments	250.0	111.5	138.4
Day Cash on Hand - Total Operating/Investment/Board			
22. Day Cash on Hand - Total Operating/Investment/Board	313.2	179.9	133.3
Days in Accounts Payable			
23. Days in Accounts Payable	38.3	23.9	(14.4)

Petersburg Medical Center
Capital
FY21

Dept Name	Description	(1) Approved Budget	(2) Substitutions	(3) Revised Budget	(4) Committed	(5) Paid	(6) Total Paid/Committed	(7) Budget Remaining
IT	Fire Suppression - Server Room	19,078		19,078			-	19,078
IT	Server	16,515		16,515			-	16,515
Acute/Swing/ER	Fetal Monitor	22,000		22,000			-	22,000
Acute/Swing/ER	IV Smart Pumps (12)	48,840		48,840			-	48,840
Acute/Swing/ER	Ventilators	25,000		25,000			-	25,000
LTC	Beds (4)	10,671		10,671			-	10,671
PT	Powermatic Mat Platform	5,000		5,000			-	5,000
Lab	Traction Plant	7,795		7,795			-	7,795
Lab	Glucometers (5)	34,685		34,685			-	34,685
Lab	Microscan	25,000		25,000			-	25,000
Imaging	Ultrasound	190,024		190,024			-	190,024
Plant	Industrial Washer	12,618		12,618			-	12,618
Plant	Plow Truck with Sander	60,000		60,000			-	60,000
Plant	Ice Makers (3)	18,000		18,000			-	18,000
Audiology	Audiology Equipment	14,774		14,774			-	14,774
Telehealth Admin	To Be Determined (see budget)	-		-			-	-
	Contingency	100,000		100,000			-	100,000
	Total - FY21	610,000	-	610,000	-	-	-	610,000
	Funding Sources - FY21							
	PMC Operations	610,000	-	610,000				
	Grants	-	-	-				
	Cares Act	-	-	-				
	Board Reserves	-	-	-				
	Total	610,000	-	610,000	-	-	-	610,000

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Petersburg Medical Center

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August 26, 2020

To: Stephen Giesbrecht, Borough Manager
Petersburg Assembly Members
cc: Jody Tow, Finance Director

From: Philip Hofstetter, CEO
Petersburg Medical Center

RE: Cares Act Funding Request

Under the authority of the Petersburg Medical Center Board of Directors, please accept this letter as PMC's formal request for CARES Act funding from the Borough of Petersburg.

As a result of the pandemic, the priority for PMC has been to manage the pandemic at a level that would keep community members safe while protecting the economy of Petersburg. PMC leadership and staff's efforts have shifted from revenue earning services to a more significant role in non-revenue earning activities such as prevention, safety and home care. This shift will be ongoing until the pandemic is no longer a threat to our community.

In addition to the loss of revenue that PMC has suffered, the initial costs to protect staff and continue to provide access to care have been significant. It is our hope that the CARES Act funding can assist with PMC's ongoing efforts to continue to keep our community safe and our economy strong.

The total amount of this request is \$608,345.25

For the last 50 years, Petersburg Medical Center has managed to financially be independent, but as a result of the pandemic, we have experienced a significant loss of revenue. It will be difficult to keep the level of care to manage the COVID without aid from outside sources.

PMC leadership will continue to apply for COVID Federal aid in order to respond to and recover from the impacts of the pandemic. Unfortunately, the results of grant and other funding requests are not certain. We also don't know how much longer preventative efforts will continue, and the resulting economic impact. Therefore, we are asking the Borough to reserve funds for PMC for the equipment and other costs listed in this letter in case other efforts to obtain funding fail, or have to be redirected for unforeseen situations as a result of the pandemic.

We appreciate your consideration of this request.

Philip Hofstetter, CEO
Petersburg Medical Center

Jerod Cook, PMC Board Chair
Petersburg Medical Center

PANDEMIC EXPENSES

Request	Expenditures 03.01/20 - 07/28/20	Expected Expenditures 07/29/20 - 12/30/20	Total Request
Payroll	332,868.83	166,434.42	499,303.25
Provider Emergency Hire	38,600.00	19,300.00	57,900.00
Cepheid	38,322.00		38,322.00
Nu-Step Elliptical for Long Term Care	8,070.00		8,070.00
10 Covid in home monitoring Units		4,750.00	4,750.00
		Total request	608,345.25

Payroll and Emergency Hire

- Incident command team, consisting of senior leadership, physicians, management, and other skilled professionals at Petersburg Medical Center, play key roles in the community in the following manner:
 - Assist the Borough's Incident Command team.
 - Provide communication and education for the community on COVID issues on a daily basis.
 - Developed a crisis COVID hotline at PMC that is staffed or monitored by Petersburg Medical Center RN's 24/7.
 - The laboratory staff specifically have had to run all on-site tests, setup protocols for COVID testing and manage the connections to commercial labs to provide results for Petersburg residents.
 - PMC incident command team tasked to set up processes in the hospital to keep long term care residents, patients and employees safe while still providing care.
 - Advocate, obtain and provide reagents and equipment to provide systematic COVID testing and set up in multiple locations (ie. PMC respiratory clinic parking lot and airport).
 - Emergency hire of full-time additional staff to meet the immediate demands of addressing the pandemic, this includes a physician, home health RN and home health C.N.A.

Cepheid Test Equipment

The Cepheid equipment is used to perform COVID PCR rapid testing on-site. We have a 2-bay unit that can only test 2 samples an hour—not including the staff to run the test. This drastically restricts our testing capability in the lab. The current turnaround time from reference labs is 48 hours at best and 7-14 days at worst depending on the lab (national demand is impacting turnaround time). The request for a four-bay unit will allow us to test a maximum of 6 specimens in an hour (provided there is staff to run the unit). Symptomatic specimens and people in high risk situations like congregate housing (long term care, assisted living and cannery workers bunked together and working together). If there is a COVID outbreak in one of these settings, it will be important to identify cases and isolate people appropriately.

NuStep Elliptical for Long Term Care

- NuStep: Due to COVID-19 infection control precautions, LTC residents are more isolated to the LTC unit and there are restrictions to safely use equipment in the rehabilitation therapy department. The NuStep is a therapeutic exercise device to be used within the LTC unit to re-establish an essential activity for the elderly residents.

In-home Monitoring Units

- Home Health services have quadrupled during COVID pandemic and to improve the monitoring of patients in home these units can assist in tracking vital signs, glucose and pulse oximeter. The units can be expanded for future COVID patients that need home monitoring as well as patients with medical complex diseases (i.e. diabetes).