

# GEORGE E. WEEMS MEMORIAL HOSPITAL GOVERNING BODY MINUTES

March 8, 2006

Board Members present: Dr. Steven Miniati, Gayle Dodds, Shirley White, Curt Blair and Tammy Hardy

Staff Members present: Suzanne Osburn, Recording Secretary; James Roberson, Controller; Pat Kelly RN, DON and Ron Wolff, Interim CEO

Public Attendees: David Adlerstein

The hospital board meeting was called to order at 6:15 PM by Ron Wolff, Interim CEO.

Mr. Wolff opened the meeting with introductions of hospital staff and board members. Mr. Wolff told the board that the current administration is confident that the hospital will soon have a positive cash flow now that some of the problems that carried over from prior management have been remedied. Mr. Wolff also explained to the board their roles as members and the importance to have lay people involved with the hospital. He explained the hospital's status as a critical access hospital. He said that when the hospital was eventually taken over by Blackhawk, it was their intention to maintain the same board members.

Officer Election: After a nomination by Curt Blair, seconded by Steven Miniati, Gayle Dodd was unanimously elected as chairman and Shirley White was elected secretary.

Mr. Wolff explained the obligation of the board to conduct their regular meetings in the Sunshine as required by Florida state laws because of the hospital's ownership by the County. He explained that meeting involving medical staff peer review and quality improvement would be closed also in accordance with the Sunshine laws.

It was decided that Ms. Dodds and Mr. Wolff would develop a draft of a succession plan staggering member's terms for presentation and approval at the next meeting. It was also the consensus of the board that meeting be held on the 2<sup>nd</sup> Wednesday of each month.

Pat Kelley, Weems Hospital DON discussed the confidentiality of patient records. She also outlined how records are kept of complaints, accidents and infection control. She discussed the clinical services provided by the hospital. James

Roberson, Hospital Controller, talked about the admissions procedure and business office systems. He explained the outsourcing of the billing office to State Collections and briefly outlined the collections procedures. Mr. Wolff pointed out the provision in the Board bylaws stating that it was the intention of the hospital to operate at a profit. He said regardless of whether the hospital is under proprietary or non-profit ownership, it could not survive without having a positive cash flow. He said that the clinic was closed because it was not consistent with this goal. He said a hospital maintains an ER but is not equipped nor structured to operate as a doctor's office. The hospital will treat charity patients on an emergency and urgent basis.

Following the meeting, Ms. Kelly took the board members on a tour of the facilities.

Approved By Board Secretary: Shirley White

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