

Governing Board of Directors | 2012

February 23, 2012

Members Present: Tammi Hardy, Interim Chair; Nick Yonclas; Marjorie Solomon; Jim Bachrach; Pat Conrad, MD; Stephen Miniatt, MD; Duffie Harrison; Deborah Huckabe; Cynthia Drapal CAO, CNO

Staff Present: Steve Lanier, Controller; Ginny Griner HR/ MedStaff Coordinator; Heather Guidry Administrative Assistant/ Recorder

Guests Present: Reverend Dr. John Sink; Rachel Chesnut, Weems Foundation President; Noah Lockley, County Commissioner; Pinki Jackal, County Commissioner; Geri Forbes, TMH Regional Development Administrator

TOPIC	DISCUSSION	ACTION
Call to Order	<ul style="list-style-type: none"> The meeting was called to order at 03:30 pm. 	
Approval of Minutes	<ul style="list-style-type: none"> BOD minutes from January 26, 2012 were presented and reviewed. 	<ul style="list-style-type: none"> Motion to approve minutes as presented made by Harrison, second by Yonclas. Motion carried unanimously.
County Report	<p>In-House Billing</p> <ul style="list-style-type: none"> Comm. Lockley expressed concern that hospital is using outside provider for bill collection. Would like to see business come in-house and provide jobs for locals. WMH is under contract with ARx billing company until July 2012 In House billing is a part of the hospital's strategic plan Drapal will return next month with a proforma <p>USDA update</p> <ul style="list-style-type: none"> USDA site visit held yesterday. Joe Fritz has contacted Michael Shuler and offered his services as a consultant to help WMH obtain USDA funding. A 	<ul style="list-style-type: none"> No action required.

	<p>project manager will be required if USDA loan is approved. Adams & Associates of North Fl is also a consideration.</p> <ul style="list-style-type: none"> • Previous administration reported that nothing over \$5 million would obtain USDA funding. That was incorrect. There is 4 times the funding available this year. • Drapal will bring more USDA news at next BOD meeting. 	
TMH Report	<ul style="list-style-type: none"> • TMH BOD members have offered to come to our BOD and discuss the role of being a hospital board member. If desired, Forbes can work with Drapal to coordinate. 	<ul style="list-style-type: none"> • No action required.
Medical Staff Report	<ul style="list-style-type: none"> • Biggest area of concern is the drop in pt satisfaction rate in the ED. 29 surveys were returned. 8 to 9 patients were dissatisfied. Conrad will address with the medical staff. • Have been getting good referrals from WMCE that have resulted in admissions. • Since new state laws regarding narcotics, the ED will see more requests for chronic pain meds. Pain Management physician is being recruited for WMCE. • Medical Staff 01/17/2012 minutes reviewed. • Privileges to approve: <ul style="list-style-type: none"> ○ David Edwards, MD ○ Susan Hardin, ARNP 	<ul style="list-style-type: none"> • Motion to approve privileges as presented made by Conrad, second by Bachrach. Motion carried unanimously.
CAO/ CNO report	<p>Board Education</p> <ul style="list-style-type: none"> • “The Board and CEO Relationship” presented and reviewed 	

	<p>WMCE</p> <ul style="list-style-type: none"> • Charbonneau, DO will take the FT Lead Physician position at WMCE beginning March 1st • Hardin, ARNP has accepted a FT position at WMCE. She will transition from Southland to Weems on March 1st • Whaley, ARNP has accepted a FT position at WMCE. She will begin on March 5th. • Extended hours will be in place by the end of March. • Billing has started for WMCE for all major insurance providers. • \$120,000 stipend received from BOCC. This will be dispersed monthly and will be going specifically to operations at WMCE. <p>SwingBed Program</p> <ul style="list-style-type: none"> • Therapy Management Group has declined the contract. However, now they are requesting a delay to mid-April. • RFP advertisement for therapy services is in the Apalach Times. <p>Ct Project Update</p> <ul style="list-style-type: none"> • Drapal has requested a written timeline from the Plants Ops Director. Anticipated completion date is March 30th. • AHCA approval for construction project is required and is pending. <p>Electronic Health Records</p> <ul style="list-style-type: none"> • Razor Insight's Implementation Plan is still pending. • HealthLand has a better platform now and is being considered again. 	
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	<ul style="list-style-type: none"> • Drapal will return next month with an update. <p>Financial Report</p> <ul style="list-style-type: none"> • FYE 09-30-2011 hospital audit is complete. Electronic and bound copies are available • Annual Compass Report was filed in a timely manner to AHCA. • Cashed in CD and placed the balance of funds into a money market account. • Approval obtained at last BOCC meeting to receive 100% of sales tax for operations for a period of 6 months. The funds will be used to bring WMH accounts payable up to date. • Hospital statistics reviewed. SwingBed services need improvement. • Financial Report Summary <ul style="list-style-type: none"> ○ Bank balances: Total \$930,624 <ul style="list-style-type: none"> ▪ Operations Account: \$199,322 ▪ Money Market Account: \$108,872 ▪ Grant Account: Restricted \$79,778 ▪ Health Care Trust Fund: Restricted/ cannot be accessed without BOCC's permission \$542,650.79 ○ Accounts payable <ul style="list-style-type: none"> ▪ TMH salaries owed in the amount of \$265,265 ▪ OTTED loans have been paid up to date. ○ Accounts Receivable <ul style="list-style-type: none"> ▪ Total A/R: \$3,635,857 ▪ The Hospital uses two billing companies ▪ The ER physician group has its own billing for pro fees 	
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	<ul style="list-style-type: none"> ▪ The Ambulance Service has a separate billing company. ▪ WMCE has in-house billing. ▪ Medicare bad-debt can be written off. Reimbursement is obtained with the Medicare Cost Report. ○ Cash Collections <ul style="list-style-type: none"> ▪ January of 2012, inclusive of Ambulance and WMCE: \$601,458 ▪ Medicare payments are set based on the cost report. Reimbursement is determined annually and reviewed each 6 months. All other insurances have contractual allowances. <p>Pending Legislation</p> <ul style="list-style-type: none"> • Limiting the number of ED visits per non-pregnant Medicaid individuals to 6 per year. Patients will still be seen, but the care will not be reimbursable. <p>Grants</p> <ul style="list-style-type: none"> • Dept of Health grant for \$4,000 to purchase emergency carts • SHIP grant for \$8106 to pay for Craneware, a program purchased last year to evaluate WMH pricing structure <p>Policies for approval:</p> <ul style="list-style-type: none"> • Code of Conduct and Standards of Business Compliance <ul style="list-style-type: none"> ○ A Compliance Hotline is being implemented to allow employees, directors and agents to report compliance issues anonymously. 	<ul style="list-style-type: none"> • Motion to approve policy as presented made by Bachrach, second by Huckeba. Motion carried unanimously.
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<p>Old Business</p>	<ul style="list-style-type: none"> • Introduction by Comm. Lockley of Robert Davis. Davis will fill the BOD position for Comm. Lockley’s district. • Leadership succession for BOD as follows: <ul style="list-style-type: none"> ○ Chair: Tammi Hardy ○ Co-Chair: Jim Bachrach ○ Secretary: Duffie Harrison 	<ul style="list-style-type: none"> • Motion made by Bachrach to appoint Hardy as BOD Chair, second by Solomon. Motion carried unanimously. • Motion made by Yonclas to appoint Bachrach as BOD Co-Chair, second by Solomon. Motion carried unanimously. • Motion made by Yonclas to appoint Harrison as BOD Secretary, second by Bachrach. Motion carried unanimously.
<p>New Business</p>	<p>Second Amendment to the WMH Governing By-laws</p> <ul style="list-style-type: none"> • Adopted by BOCC 02/21/2012 • Major changes are as follows: <ol style="list-style-type: none"> 1. Employment of CEO/ management entities subject to the ratification by the BOCC. 2. Any contract exceeding \$50,000 must have prior approval of BOCC. <ul style="list-style-type: none"> ▪ Discussion held regarding WMH policy “Authorization and Threshold for Major Expenses”. 3. Expansion of BOD membership <p>Leadership Succession for CEO/ CAO</p> <ul style="list-style-type: none"> • Harrison requests average CEO salary and the lawful process to fill the position. • BOD members will have an opportunity to meet with Adriannase, TMH HR Director on March 6th at noon at WMH. 	<ul style="list-style-type: none"> • No action required.

	New pictures of BOD members will be taken at March meeting.	
Adjournment	<ul style="list-style-type: none">• Meeting adjourned at 6:17 p.m.	

Respectfully submitted,
Heather Guidry