

Members Present: Tammi Hardy, Chair; Jim Bachrach, Vice-Chair; Nick Yonclas; Robert Davis; Homer McMillan; Pat Conrad, MD; Deborah Huckeba

Members Absent: Stephen Miniati, MD; Duffie Harrison

Staff Present: Steve Lanier, Controller; Ginny Griner Interim Administrator, HR, Medical Staff Coordinator; Craig Gibson, POD; Becky Gibson, RN; Heather Guidry Administrative Assistant/ Recorder

Guests Present: Geri Forbes, TMH Regional Development Administrator; Pinki Jackel, Franklin Co. BOCC; Rachel Chesnut, Weems Foundation President; David Adlerstein, Apalachicola Times Editor

TOPIC	DISCUSSION	ACTION
<p>Call to Order/ Approval of Minutes</p>	<ul style="list-style-type: none"> • The meeting was called to order at 3:35 pm. • BOD minutes from August 30, 2012 were presented and reviewed. 	<ul style="list-style-type: none"> • Motion made by Davis to approve the 08/30/12 minutes as presented, second by Bachrach. Motion carried unanimously.
<p>County Report</p>	<ul style="list-style-type: none"> • The final county budget was adopted 9/25/2012. The BOCC made a budget amendment/ request to hospital to try and pay approximately \$100,000 per year towards debt of approximately \$1.5 million that was advanced to the hospital some time ago. Per Comm. Jackel, payments to county will not start until after the back debt is paid to TMH. No formal agreement is anticipated. Discussion included the following: <ul style="list-style-type: none"> ○ Question of OTTED loans in relation to the advance made to the hospital. ○ Exact amount owed ○ Obligation may adversely affect ability to obtain USDA loan. 	<ul style="list-style-type: none"> • Motion made by McMillan for Lanier to consult with Erin Griffith, Franklin Co. Finance, regarding details of previous loan, second by Yonclas. Motion carried unanimously.

- Full 1 cent sales tax receipts received for 6 months and used to catch up past due AP, currently receiving half cents sales tax.
- Question regarding liability of hospital versus independent management company, DaSee

TMH Report

- Effective October 1st, Forbes will take over the CEO position at Doctors Memorial Hospital. This will be her last meeting at WMH as TMH liaison.
- Telehealth HRSA grant was not obtained, but 2 mini grants obtained. Telehealth equipment will be installed at WMCE within the next 30 days. Equipment will facilitate some psychiatric and indigent care services to community.
- No action required.

Med Staff Report

- Medical staff approved Dietzer, MD for associate privileges.
- ED census has had increase over past couple months
- As of October 1st, Southland will not be providing services to Calhoun-Liberty Hospital
- Motion made by Yonclas to approve associate privileges for Dietzer MD, second by Bachrach. Motion carried unanimously.

Finance Report

August 2012 and YTD Income Statement for Fiscal Year 2012 and Financial Summary August 2012 reviewed.

- August 2012 Total Net Income at a loss of (\$107,677.48)
- YTD Total Net Income, inclusive of subsidies, equals \$945,464.12
- Operating Account balance of \$183,996.49
- Money Market Account balance of \$359,261.91
- Health Care Trust Fund balance of \$714,784.70
- Accounts Payable balance of \$202,510.78

- Total Accounts Receivable generated fiscal YTD is \$14,243,119.38. 43% of AR has been collected in the amount of \$6,128,337.25.
- Top 3 visits and payers are Self Pay at 52%, Commercial at 25%, Medicare at 10%
- Average Daily Census
 - Hospital 3.56
 - WMCE 25 (612 visits in August)
- Davis requests Balance sheet for next month.

CT Scan Maintenance Agreement

- Maintenance coverage is expiring 10/14/12. Warranty for CT scan continues for an additional 6 months. Discussion regarding maintenance agreement options included the following:
 - TMH recommended we do not need 24 hour service agreement. Also recommended not securing the \$60,000 annual agreement as recommended by RTI.
 - Replacement cost for tube (parts and glassware) without coverage is \$80,000.
 - \$1250/month agreement provides quarterly preventive maintenance and 24 hour phone support. It excludes parts, glassware, and labor charges.
 - \$4000/month agreement includes monthly preventive maintenance, parts, glassware, labor, 24 hour on-site coverage, and 24 hour phone support.
 - Cost of maintenance agreement will increase in 6 months when the warranty expires.

- Motion made by Huckeba to obtain maintenance agreement option for \$1250/month x 6 months, second by McMillan. Motion carried unanimously. Lanier to investigate other agreement options over next 6 months.

Professional Employment Organization (PEO)

- Workers' Compensation cost is expected to increase a projected \$28,000. EMS class codes were not coded correctly through our PEO.
- Per Griner, investigating PEO options. Fortune Business Solutions (FBS) is current PEO. Contract with FBS expires 11/01/12.
- FBS charges \$3300/month administrative fees. Simply HR is a PEO who states their administrative fees would be half the cost of FBS.

St. James Bay (SJB) Update

- Per Brenda Smith, CEO at SJB, the board of directors are willing to allow us to fill the position of medical director.
 - SJB does not pay a Medical Director fee.
 - SJB currently has 65 patients, with maximum allowable residents of 90.
 - Charbonneau, Whaley, and Hardin are willing to be on 24 hour call.
 - Patient must be seen at least once every 60 days.
 - Reimbursement averages \$50/visit. Charge will be billed to the patient's insurance. Hardy questions possible higher reimbursement for providers seeing patients at SJB facility versus clinic visit.
 - St. James now owes us \$97,000 for labs.
 - We would have to provide additional professional liability coverage for our providers in their facility.

Clinic Update

- Committee formed at last meeting. No further action at this

time.

Collections

- Since November 2010, we have sent \$8,505,216 to Solutia for collections. They have collected \$29,878. Agreement with Solutia is being terminated. ARx has recommended a collection company.
- Per Forbes, Doctors Memorial started aggressive up front collection process, using Intelligent Software. Have tripled up front collections. Lanier has met with Intelligent representative. Anticipated cost per month would be \$4,000.

GI Lab

- Gastroscope on loan from Blountstown has been broken. Cost to repair is \$3000. New scope cost is \$14,000 with \$6800 annual maintenance.
- Forbes recommends consulting with TMH GI lab regarding prices and possible refurbished scope versus new scope.

Patient Satisfaction Report

- Overall Patient Satisfaction Scores, August 2012 In Patient Satisfaction and ER Patient Satisfaction surveys present in packets for individual review.
- No action required.

AHCA Survey

- Life Safety / Annual Licensure survey held 9/4/12 through 9/7/12. Plan of Correction submitted to Risk Manager. Due back to AHCA tomorrow morning.
- Life Safety Deficiencies and tentative plan of correction reviewed in detail.
- Annual Licensure deficiencies and tentative plan of correction reviewed in detail.

- Rehabilitation/ Swingbed Policies and Procedures presented for approval. Policies are as follows:
 - Abuse
 - Activities
 - Admission
 - Assessment and Reassessment of Swingbed Patient
 - Comprehensive Assessment
 - Calorie Counts
 - Care Plan
 - Discharge Planning
 - Documenting and Reporting
 - Do Not Resuscitate
 - Electric Wheelchair
 - Facility to Facility Transfers
 - Free Choice
 - Leaving Against Medical Advice
 - Mail
 - Married Couples
 - Personal Property
 - Private Room Assignment
 - Recognition of Psychosocial Needs
 - Refusal of Treatment of Swingbed Patient
 - Right to Confidentiality of Information
 - Right to Personal Freedom, Dignity, Personal Values and Beliefs, Independent Expression and Decision Making
 - Safety Guidelines for the Swingbed Patient
 - Skin Integrity
 - Social Assessments Guidelines
 - Social Worker
- Motion to approve Rehabilitation / Swingbed P&P as presented made by Bachrach, second by Yonclas. Motion carried unanimously.

- Social Worker Intervention
- Social Work Services Referral System
- Statement of Philosophy of Swingbed Patient
- Temporary Leave of Absence
- Visitation
- Weights on Swingbed Patients
- Complaint reviewed, AHCA found complaint unsubstantiated.

Update of CEO Succession

Discussion held regarding CEO candidates.

- Motion made by McMillan to offer position with benefit package to Brownsworth, second by Huckeba. Motion carried unanimously.

Old/ New Business

Leadership Transition

- Becky Gibson RN has agreed to take the lead clinical role as McCoy is stepping down from the nurse manager position.

Adjournment

Meeting adjourned at 6:00 pm.