

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

Guests Present: Carl Mahler, TMH Liaison

Staff Present: Steve Lanier, Controller; Ginny Griner, HR/ Med Staff Coordinator; Heather Guidry, Administrative Assistant; Ray Brownsworth, CEO; Craig Gibson, Plant Operations Director; Becky Gibson, DON

TOPIC DISCUSSION	ACTION
<p>Call to Order/ Approval of Minutes</p>	
<ul style="list-style-type: none"> • The meeting was called to order by Hardy at 9:00 am. • Minutes from the 1/31/2013 regular board meeting were presented for approval. 	<ul style="list-style-type: none"> • Motion made by Harrison to approve both minutes as presented, second by Davis. Motion carried unanimously.
<p>County Report</p>	
<ul style="list-style-type: none"> • No county report available. 	
<p>TMH Report</p>	
<ul style="list-style-type: none"> • A conference call is scheduled between Brownsworth and Judy Greenwald, TMH Administrator of the Ortho-Neuro Service Line. Greenwald has worked closely with Beth Maige, CHP Network Services Supervisor. Brownsworth, Greenwald, and Maige will be working together to bring PT services to Weems for CHP enrollees. • After consultation it was determined that the ambulance bad debt could not be charged to the Medicare Cost Report. 	
<p>Medical Staff Report</p>	
<ul style="list-style-type: none"> • The in-patient census has shown an increase. The physician schedule continues to be a challenge. • Dr. Dietzer’s medical staff privileges were approved by the medical staff. 	<ul style="list-style-type: none"> • Motion made by McMillan to accept Dr. Dietzer’s medical staff privileges, second by Davis. Motion carried

- McMillan requested the minutes from the most recent medical staff meeting be presented, even if they are in draft form only. unanimously.

CEO Report

Financial Report

- Income Statement ending 1/31/2013 reviewed in detail.
 - Hospital bad debt accounts in the amount of \$289,923.78 are being sent for collections. The accounts cannot be included on the Medicare Cost Report until all efforts for collection have been exhausted and the accounts have been removed from collections. A new collection agency has been contracted. Brownsworth has requested that Lanier determine which names are consistently on the bad debt list. Extra efforts will be made to assist these people with financial assistance / Medicaid enrollment.
 - LIP and DSH provisions were explained in detail.
- CAH Financial Indicators Report previously emailed to BOD. Key financial indicators for WMH, compared with FL and US averages, were reviewed in detail.
 - Brownsworth discussed his plans to begin reporting on about 10 to 12 financial indicators. Harrison requested limiting the number of indicators, as too much information would be confusing. McMillan requested established financial goals. Brownsworth will track and trend a 12 month period, with established targets and the previous year's cumulative information included.
- Cash collections by location are as follows: 75% hospital, 10% Weems East, 1% Weems West, and 14% ambulance
- Various marketing ideas were discussed. McMillan recommended contacting the local radio regarding free public service announcements.
- Health care trust fund balance (capital fund): \$1,036,718.49
- Statistics for January 2013 were reviewed.
 - Weems East: 553 patients
 - Weems West: 137 patients
 - Ems transports: 152 (dry runs 15)

- Physical therapy: 347 encounters (January 2012 had zero PT encounters)

Therapy Services

- Provision of therapy services was discussed in detail. B. Gibson is promoting the use of therapy services for all patients as needed (observation, acute care, swingbed). She has consulted with the physicians regarding appropriate patient orders.
- Per Brownsworth, after requesting a nonexclusive contract, TMC chose to not continue their contract. It will end 3/18/13. The nonexclusive contract was requested to allow adequate therapy coverage as neither TMC nor Apalachicola PT has shown the ability to provide full coverage.
- A swingbed coordinator has been hired, Elizabeth Klein. She is meeting with case management coordinators, planning displays at area festivals, and developing new marketing materials.
- A Medicaid provider number has been received. This will allow for reimbursement for Medicaid swingbed patients.
- Dr. Spurgeon continues to have a strong interest in providing consultative services. Brownsworth and Geri Forbes have discussed the possibility of sharing Dr. Spurgeon's services in an effort to segment the expense.

Patient Satisfaction

- Patient Satisfaction Reports were reviewed in detail.
 - The ER surveys had 27 respondents.
 - The in-patient surveys had 5 respondents. This low response makes it difficult to draw a true assessment.
 - Overall patient satisfaction scores for the previous 3 months were reviewed.
 - The methods of survey delivery were discussed. Hardy recommended making the in-patient survey a part of the discharge process. B. Gibson stated that this has been a consideration due to the consistently low number of respondents.
- Comm. Lockley presented a complaint from a community member regarding a physician. Brownsworth will set an appointment to meet with the family.

Invoice from County for Bailout of DaSee

- An invoice from Franklin County was received in relation to a payback request for the DaSee bailout. Brownsworth thought the matter was still being discussed on the BOCC level. Per Comm. Lockley, Attorney Shuler is currently reviewing the payback request. Lockley recommends obtaining clarity from Shuler before proceeding with payment. Per Brownsworth, WMH is currently unable to make any payments.
- In consideration that the hospital is county-owned, McMillan feels Shuler is in a conflict when attempting to give guidance on an interdepartmental issue.
- Per Brownsworth, the hospital provides 60% uncompensated care, and the overwhelming services the hospital provides to the county more than offsets this particular financial debt. Last year's net positive cash flow was only \$67,000.
- Per Hardy, she found WMH Finance Committee minutes where Curt Blair gave a report that Michael Shuler had stated that the hospital would not be expected to repay the DaSee money.
- Bachrach recommended Brownsworth take the information to the BOCC at next week's meeting.
- Davis questioned that if the hospital owed the county then why was the debt not recorded or booked as an obligation.

Capital Purchase of GI Scope

- A quote for a GI scope was presented for approval in the amount of \$16,410.47 after \$2000 trade in of GI scope that could not be repaired. Request was made that the funds be taken from the capital expenditure fund. The scope must be purchased from Olympus so it will be compatible with the existing system. The scope was approved by Dr. Stockwell. Hardy questioned the warranty available for pre-owned equipment. Brownsworth confirmed that the equipment will be under warranty.
- Motion to approve purchase of GI scope made by McMillan, second by Huckeba. Motion carried unanimously. Quote and request for capital expenditure funds will be taken before the BOCC for final approval.

CEO Report to Board of Directors

- Brownsworth reviewed the CEO Report to Board of Directors in detail.
 - On 2/12/13 and 2/13/13, ACHA conducted their revisit survey as well as conducting a federal and state inspection survey. The dietary deficiency from December was removed and the hospital meet standards related to this. By mid-March, we should have the fire doors installed allowing for the removal of the final deficiency. Initially, we were told no new deficiencies were noted, however during the life safety portion of the inspection, several deficiencies were noted related to documentation. The deficiencies will be easily resolved.
- Brownsworth and Lanier have agreed to create a budget. Davis requested that the budget be forwarded to the BOD prior to the next regular meeting even if in rough draft form. The budget will be discussed at the next meeting.
- McMillan suggested reevaluation of the flexibility available to the hospital's executive level for contracts and purchases, with continued maintenance of transparency. Capital expenditures would continue to require BOD and BOCC approval. Brownsworth will research current county policy on signature authority.

Old Business

EMS Communications

- Harrison initiated a discussion regarding the status of the hard-line EMS communications system. C. Gibson stated that the process to repair deficiencies per quote has started. The radios have been tested, though the number of radios to replace has not been established. Radio replacement was not included in the quote.
- Harrison discussed the need for all county emergency systems to convert to 800 MHz. Brownsworth states that he and C. Gibson were unable to attend the last EMS Communications Workgroup due to AHCA survey. C. Gibson will contact Mike Rundel to find out the next scheduled quarterly meeting. Brownsworth recommends consulting with Pam Brownell, EOC Director and researching the options on 800 MHz usage and possible rental of space on FCSO tower.

Meeting adjourned at 10:48 am.

**** A reception was held following the meeting in recognition of the service given from previous board members; Gayle Dodds, Paul Marxsen, Margie Solomon, Nick Yonclas, and Stephen Miniati. Paul Marxsen, Margie Solomon, and Nick Yonclas were in attendance.**