

Members Present: Jim Bachrach, Chair; Rick Watson, Vice-Chair; Duffie Harrison, Secretary; Robert Davis; Anne Wilson; Patrick Conrad, MD; Deborah Huckeba; and Doug Creamer

Staff Present: Becky Gibson, DON; Ginny Griner, HR/ Med Staff; Craig Gibson, Plant Operations Director; Heather Huron, Administrative Assistant

Guests Present: Allan Feiffer, Concerned Citizens of Franklin County

Call to Order / Approval of Minutes

The meeting was called to order at 9:00am. Huron confirmed the meeting had been posted publicly. Minutes for the 9/25/2014 meeting were emailed prior to the meeting for review.

Bachrach introduced Doug Creamer, the newly appointed board member from Commissioner Massey's district.

County Report

No report was available from a county representative. Bachrach discussed the recent USDA public meeting. Creamer questioned county participation in hospital board meetings. It was confirmed that the commissioners did receive monthly hospital board minutes prior to their BOCC meetings.

TMH Report

No report was available from a TMH representative. At Creamer's prompting, the hospital's relationship with TMH was reviewed. The plans for an employee pension program were addressed. Benefits associated with the TMH affiliation were discussed, including participation in their GPO.

CFO Report

Per Graham, financial reports would not be available until FY 2014 had been closed. He anticipated the end of the year financials would be available the following week.

With September month reports not yet available, Graham verbally shared finances through 11 months.

- \$640,000 profit after sales tax income, subsidies, etc.
- \$125,000 had been transferred into the investment fund
- Payables had decreased by about 30%.
- The average balance owed to TMH had decreased by 50%.

Graham reported that Roberson and Associates had begun their annual audit process.

Action

A motion was made by Wilson to approve the minutes as presented, seconded by Davis. The motion was carried unanimously.

Financial Policy

Graham distributed a financial policy for approval. He explained the policy was created to prevent any unapproved or inappropriate account write-offs. He stated that any write-off, other than those already addressed in established financial policies, would require CEO **and** CFO approval. Financial policies, which were already in practice, addressed standard write-offs, such as uncollectable debt, employee discounts, etc. The policy being presented would address write-offs such as those associated with substantiated patient complaints. After approval, the CEO/CFO would make descriptive notes within the patient account to document the approval reason. Cooper emphasized any unapproved write-offs, would result in immediate termination. Harrison made a recommendation that if an employee were to make an unapproved write-off; the act should be considered theft and should be reported to appropriate authorities. Davis questioned safeguards. Graham answered Davis stating account write-offs were reconciled with codes. In response to Creamer, Cooper discussed “good faith” efforts required for uncollectable accounts.

Action

A motion was made by Creamer to approve the financial policy with the recommended amendment, seconded by Harrison. The motion was carried unanimously.

CEO Report

Patient Satisfaction

Patient satisfaction survey results and comments were reviewed in detail. Cooper pointed to the increase in returned surveys.

Server Proposal

The request to purchase an additional server was addressed. Notification of the request had been emailed for review prior to the meeting. The server would be a redundancy to prevent the loss of information. Cost of the new server was approximated at \$7,000.

Action

A motion was made by Huckeba to approve the purchase of a new server, seconded by Davis. The motion was carried unanimously.

USDA / New Facility Update

Cooper reported on the meeting held the previous week with USDA representatives, Mary Gavin and Tim Rogers. Gavin brought a list of requested updates through Sept. 30th. She was complimentary of the application and the feasibility study. She appreciated BKD’s conservative approach, in that the projected volumes remained the same following construction. Cooper shared his hope to have the USDA architectural amendment signed by the county commissioners on the following Tuesday. Cooper reviewed the steps in the USDA application process. First the application would be reviewed by the Marianna office, then it would be forwarded to the Gainesville office, and then it would be sent to Washington DC for the final approval. Gavin would like to push for final approval by the end of the year. If successful, the interest rate would be fixed at 4%. Once final approval was received, the interest rate would remain locked, even if it was not accessed until later in the next year. The USDA would assume the loan once the Certificate of Occupancy had been issued. Addressing public questions regarding affordability, Bachrach emphasized

the conservative forecasted financials had confirmed that it was. Bachrach repeated the need for hospital board members to be present when meetings are held.

Risk Management & Regulatory Board Summary Report

The 2014 3rd Quarter Risk Management & Regulatory Board Summary Report was presented by B. Gibson. The report was reviewed in detail. There were no questions by Board members.

CSS / E.H.R.

Cooper reported on his continued discussions with CSS. A letter of intent had been signed the previous day that would allow CSS to proceed with an amendment. Cooper gave a directive to CSS for full implementation by 4/1/15. If full implementation occurs by April 1st, it would allow 2 opportunities to meet meaningful use attestation in 2015. Due to the one year delay in implementation, Medicare payment penalties would begin 1/1/15. CSS promised reimbursement to the hospital for the losses caused by the penalties. Cooper explained part of the delay was due to interface issues between the department's individual systems. Cooper indicated if the deadline was not met, the contract could be terminated for breach. Cooper agreed with Bachrach's request for detailed consequences written into the CSS amendment if the deadline was not met.

Old Business / New Business

Harrison informed the Board that if his schedule continued to conflict with meetings; he would resign. If his resignation became necessary, he indicated he would remain on the Board until a replacement was found.

Watson requested the 2015 meeting dates be distributed to all Board members.

Public Comment

Feiffer requested a copy of the new financial policy and any other financial policies which addressed account adjustments. He also requested a daily census for September. Cooper stated the census would be present in the financials.

Feiffer read a correction statement regarding his recent comments made at the October 7th public meeting. He stated he had read the statement to 2 county commissioners, and had made phone calls to 4 of the 5 commissioners. At Bachrach's query, Feiffer confirmed the statement was an actual apology.

Adjournment

The general meeting was adjourned at 10:07am. Cooper announced an executive session would begin at 10:15am.

Action

Due to Thanksgiving, the next regular Board meeting was rescheduled to November 20, 2014 at 9am.