

Members Present: Jim Bachrach, Acting Chair; Duffie Harrison, Secretary; Anne Wilson; Robert Davis; Deborah Hucekba; and Homer McMillan

Members Absent: Pat Conrad, MD

Staff Present: Ray Brownsworth, CEO; Ginny Griner, HR/ Med Staff; Becky Gibson, DON; Craig Gibson, POD; Heather Huron, Admin. Assistant

Guests Present: Lauren Faison, TMH Liaison; Alan Feiffer, Concerned Citizens of Franklin Co. ; Larry Throneberry, Adams Management Services Corporation; Joe Gordie, Adams Management Services Corporation

Discussion

Action

Call to Order

- The meeting was called to order at 1:30pm.
- Minutes from 11/14/2013 and 12/13/2013 were presented for approval.

- A motion was made by Hucekba to approve the minutes as presented, seconded by Davis. Motion carried unanimously.

County Report

- No report available

TMH Report

- Lauren Faison shared that she would be obtaining a market share report for Weems from Cindy Blair, TMH VP of Data Quality. She would begin bringing this report on a monthly basis.
- Faison offered to coordinate a meeting with TMH Service Line Administrators and Weems to determine the existing gaps in healthcare services and how TMH can assist to fill the needs.
- Faison gave an update on the continued growth of telemedicine services. She stated that Weems East continued to be the largest referral source. Faison reported coordinating efforts with Dermatology Associates to provide tele-consults at the Carrabelle location. She also shared her work with TMH neurologists to develop a stroke intervention program

through telemedicine. In regards to legislative efforts, Faison shared that she and Dr. Watson recently made a live presentation before the House of Representatives to promote reimbursement for telemedicine.

New Facility

Construction Timeline

- Larry Throneberry, Adams Management Services, reviewed a construction timeline from present to completion. Throneberry stated the critical goal to meet the current year’s USDA funding cycle.

Construction Format Presentation

- Joe Gordy, Adams Management Services, reviewed construction methods for the new facility.
 - Design-Bid-Build vs. Design-Build vs. Construction Manager At-Risk
 - Due to constraints, Brownsworth recommended Design-Build method.

- A motion was made by Huckeba to approve the Design-Build method, seconded by McMillan. Motion carried unanimously.

Adams Healthcare Proposal for RFP Management

- Adams Management Services Proposal for Hospital Expansion & Renovation for Project Management Services was presented for approval.

Phase 1: Team Procurement and Project Planning, cost not to exceed \$14,000

Phase 2: Design and Construction, cost \$10,000 per month

- Bachrach expressed concern with undetermined length of phase 2 at a cost of \$10,000/month. Throneberry stated that he could give a maximum cost to not exceed.

- A motion was made by McMillan to approve Phase 1 of the Adams proposal at a cost of \$14,000, seconded by Davis. Motion carried unanimously.

BKD Proposal for Feasibility Study

- Proposal from BKD for Phase 2 of the feasibility study was presented for approval. In Phase 2, BKD would examine the financial forecast with an objective of expressing an Opinion Letter as to the feasibility of project affordability.

- A motion was made by Huckeba to approve the BKD proposal for Phase 2 of the feasibility study to result in an Opinion Letter at a cost of \$60,000, seconded by Davis.

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Motion carried unanimously.
Brownsworth will take the proposal to the BOCC for approval.

CEO Report

Consent Agenda

The following were presented for approval on the Consent Agenda.

- Patient Satisfaction Report
- Designation of Corporate Officers
 - Compliance Officer- Ginny Griner
 - Patient Safety Officer- Becky Gibson
 - Privacy Officer- Bobbie Turrell
 - Safety/ Environment of Care Officer- Craig Gibson
 - Security Officer- Kevin Ward
- Designation of External Risk Manager
 - Day Ann Logue, RN, LHRM with Day A. Hopes & Associates
- Disaster Plan 2014
- Risk Management & Regulatory Board Summary Report

HealthTrust Proposal

- Brownsworth stated his intentions to move to an exclusive GPO contract with HealthTrust. He informed the board that a market study had been performed on medications and supplies. The study results showed that the HealthTrust GPO could save 30%, equivalent to \$47,000/year, on supplies. The pharmaceutical vendor may remain the same due to a projected savings of only 5% with medications.

Financial Report

- September 2013 Income Statement & Balance Sheet, October 2013 Income Statement & Balance Sheet, 2013 Retained Earnings Reconciliation, and Summary of Fiscal Year 2013 Financials were presented for review.
- Brownsworth shared that the agreement with Ray Leadbetter had been severed due to his inability to meet contractual obligations. Roberson & Associates had been engaged to assist with the financials. Leadbetter completed the financials through fiscal year end. Roberson & Assoc. began with the October 2013 financials. Brownsworth stated that he would be participating with

- A motion was made by Harrison to approve the Consent Agenda as presented, seconded by Wilson. Motion carried unanimously.

reconciliations. Davis questioned the daily batch process. Davis stated that back up detail should be attached with all journal entries. Brownsworth requested that Davis come by the finance office mid-week and review with James Roberson.

Administrative Team Updates

- B. Gibson reported
 - Continued electronic health record implementation and training over the next 6 weeks with May 1, 2014 as the full implementation date
 - Revenue Cycle Team meetings every Monday, Wednesday, and Friday with the focused intention of improving the revenue cycle process and cash flow
 - In-patient reimbursement decrease due to DRG payment system effective 10/2013; previously payment was made per day
 - In response to Bachrach's inquiry regarding Prolia injections, Gibson confirmed that the hospital has been performing the injections for about 6 months
 - An Open House event will be held at Weems West on February 24th from 2pm to 4pm.
 - Clinic volume of approximately 15 patients per provider per day; Charbonneau's volume has remained steady while Whaley's has decreased.
 - Process improvements for clinic patient recall visits and Medicare physicals
- Griner reported
 - Roy "Skip" Parker, PA-C would be seeing patients on Mondays at Weems Medical Center West starting Monday, February 10th
 - 3 new physicians would be presented for privileges at the Tuesday, February 11th Medical Staff meeting
 - Quest Lab and Labcorp have been contracted to provide 3rd party billing capabilities. Quest is currently limited to Weems and county employees with BCBS. The process of becoming a Quest lab station has begun. The Labcorp contract will allow the hospital to accept CHP patients. While the reimbursement will be less, it will allow the hospital to provide a community service and positively promote the hospital in the community.
- C. Gibson reported
 - Working with the ambulance department to track run reports and decrease overtime.

Old Business/ New Business

- Brownsworth presented Rick Watson as Comm. Jackel's appointee to the BOD.
- A motion to approve Rick Watson to the BOD was made

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by Davis, seconded by Huckeba. Motion carried unanimously.

- In an effort to expedite the new facility process, Harrison made a recommendation to delegate one board member to speak on behalf of the BOD. Bachrach agreed to be the representative.
- McMillan made a motion to set aside a segment at the beginning of each board meeting for public comments. After discussion, the motion was amended to allow any number of people to speak during the specified time, but individual comments would be limited to 3 minutes each.

- A motion was made by McMillan to limit public comment to the beginning of each meeting with a maximum time of 3 minutes per speaker, seconded by Wilson. Motion carried 5 to 1 with Harrison in opposition.

- Bachrach reminded each board member to communicate with their county commissioners.

Adjournment

- The meeting was adjourned at 3:39pm.