

Members Present: Jim Bachrach, Acting Chair; Duffie Harrison, Secretary; Anne Wilson; Robert Davis; Deborah Huckeba; Pat Conrad, MD

Members Absent: Rick Watson and Homer McMillan

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

Guests Present: Jay Abbott, SGI Fire Dept.; Bud Hayes; Steve Carney

Discussion

Action

Call to Order

- The meeting was called to order at 9:00am. Minutes from 2/27/14 were presented for approval.

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

Public Comment

- Jay Abbott of the SGI Fire Department, Bud Hayes, and Steve Carney made an appeal to the board regarding placement of a full-time ALS ambulance on St. George Island.

County Report

- No report available. Davis stated that he had tried to reach Comm. Lockley to remind him of the meeting. Huron confirmed that she had emailed all the commissioners regarding the meeting.

TMH Report

- No report available.

CEO Report

Consent Agenda

- The Patient Satisfaction Reports were presented for approval. Discussion was held regarding the results.

A motion to approve the consent agenda as presented was made by Wilson, seconded by Huckeba. The motion was carried unanimously.

Employee Concern Policy

- The Employee Concern policy was presented for approval. Brownsworth pointed to the appeal method in that the employee concern could be brought to the CEO as the final decision. The governing board would not be involved in the process as it was a matter of operations, but Brownsworth stated that the board would be made aware of any concern appealed to him as a matter of transparency. Brownsworth informed the board that the policy draft had been forwarded to all staff for input. He stated that it was the standard of communication now to involve all staff in policy creation. In response to Harrison, Brownsworth confirmed that all staff would be required to read and sign an acknowledgement of the policy.

A motion to approve the Employee Concern policy as presented was made by Wilson, seconded by Huckeba. The motion was carried unanimously.

Financial Report

- The following were presented for review: 2/28/14 Balance Sheet, 2/28/14 Income Statement, and the Cash Balance as of 2/28/14. The variances between December, January, and February were discussed in detail.
 - In response to Bachrach's inquiry, Brownsworth advised that the increase in professional fees were attributable to the cost of a temporary lab technician, the cost of the annual audit, and AHCA's quarterly Public Medical Assistance and Health Care Trust Fund certification assessment fee.
 - Conrad questioned the \$30,000 variance in employee benefits. Griner stated that she was investigating this variance as she did not believe it was not an accurate reflection.
 - Bachrach questioned the variance in depreciation. Brownsworth stated that he felt the depreciation expense had been listed incorrectly.
 - Davis questioned the positive February contractual allowances. Brownsworth stated his anticipation that the contractual allowances would be corrected, which would change the bottom line.
 - In response to Bachrach's concern regarding the drop in the operating account's cash balance, Brownsworth stated that the balance would increase in March as a consequence of the ambulance subsidy and the Medicare cost report settlement.
 - Davis expressed his concern with Healthland's accounting. Davis and Brownsworth agreed that the staff should not rely on automatic electronic reconciliation.

Indigent Care Tax

- Brownsworth discussed his consideration for an Indigent Care tax recommendation to the county. Wilson stated that if the tax was implemented, she expected TMH and BMC would request reimbursement for their care of Franklin County's indigent. Brownsworth stated that he would research the possible dilution rate.

Construction Update

- Brownsworth stated that the BKD Opinion Letter would be completed in approximately 60 days. Concerning the construction method, Brownsworth stated that Florida statutes regarding Design Build would require a RFP prepared by a certified firm, which would cost an unanticipated \$60,000 to \$100,000. As there was no assurance that BKD's Opinion Letter would be favorable, Adams Management recommended the use of Construction Manager at Risk rather than assuming the expense related to a Design Build RFP.
- Harrison requested a ledger of construction expenses.
- Bachrach questioned the communication method employed with BKD. Brownsworth stated that he primarily communicated via email as it was BKD's preference. **After discussion and at the board's consensus, Brownsworth stated that he would ask BKD for person to person meeting with the hospital board.**

Release of Information

- Brownsworth shared that he had recently had a request by a commissioner for the names and salaries of all employees. Brownsworth stated that the information was released but employee job descriptions, not names, were given. In anticipation of similar future requests, Davis recommended obtaining legal opinion as Weems employees were not county employees. Responding to Harrison's recommendation to take the matter to the county attorney, Griner stated that Shuler's counsel had been previously sought and his response was that Weems must release the information at the county's request. Griner stated that she had queried the PEO (professional employment organization) on the matter and was waiting for their response. Brownsworth stated that as the county was contracting with the PEO for provision of employees, the county would have the right to details. **After discussion, the board directed Brownsworth to seek legal counsel and until received, no further employee information should be released.**

Admin Team Updates

- Griner reported that the agreement renewal with Fortune Business Solutions, the PEO, had resulted in rate reduction. With the decrease in rates, the organization had saved approximately \$8,000 over the previous 2 weeks.
- Griner reported that an EMT and paramedic had been recently hired. Additionally, a full time laboratory medical technician had been hired, which was expected to significantly reduce the overtime in the lab department. Two new physicians, Nancy Sabat MD and Paul Motta MD had been added to the Southland physician group. The newly hired CFO, John Graham, was expected to begin at the hospital on April 15th.
- B. Gibson shared the nursing staff had recently decreased by three RNs. One nurse was on leave for travel and 2 nurses left for positions at Sacred Heart in PSJ. The two nurses who left the organization did so for a better benefit package. Both nurses have requested to remain as PRN staff with Weems. Conrad questioned the cost of adding a 401k plan to the Weems benefit package. Griner replied that she was currently exploring a 401k versus a 403b plan and had sought the advice of the county attorney as well as Fortune Business Solutions.

Old Business/ New Business

- Davis suggested that officer elections be held at the April meeting.

Adjournment

- The meeting was adjourned at 11:00am.