

WMH Governing Board of Directors

August 25, 2016

Members Present: Jim Bachrach, Chair; Duffie Harrison; Doug Creamer; Deborah Huckeba; Hank Kozlowsky; Patrick Conrad, MD

Members Absent: Robert Davis; Anne Wilson

Staff Present: Mike Cooper, CEO; John Graham, CFO; Ginny Griner, HR/ Med Staff; Jarrod Wester, EMS Director; Heather Huron, Admin. Assistant

Guests Present: Calvin Glidewell

Call to Order / Approval of Minutes

- The meeting was called to order at 9:00am. Huron confirmed public posting of the meeting. Minutes for the 7/25/2016 meeting were emailed for prior review.

ACTION

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

County Report

- No report was available from the county.

TMH Report

- No report was available from TMH. Cooper reported that he would be attending a 2 day conference with Lauren Faison and Mark O'Bryant in September.

Medical Staff Report

Conrad/ Griner

Conrad presented the following recommendations from the WMH Medical Staff Committee.

Discussion:

- Griner noted a Dr. Latham's reappointment application was pending completion.
- Joda Lynn, MD requested removal from the medical staff as he had not practiced at Weems Hospital in over a year.
- Wester and Dr. Conrad discussed the best cardiology process for the presentation of a patient experiencing a potential heart attack.
- Griner explained, due to primary practice location, Dr. Nitsios and Dr. Sanallah were not active in direct patient admissions, but were credentialed to perform consultations and specialty procedures.
- Cooper reviewed the detailed process, required of all applicants, for medical staff privileges.
- Medical Staff Committee elections will be held at the next meeting in September 2016.

Reappointment Requests

- Timothy Adamcryk, MD (Southland)
- Patrick F O Conrad, MD (Southland and WMC)
- Joshua P. Dietzer, MD (Southland)

ACTION

A motion was made by Creamer to approve the recommended

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- Paul D. Hart, MD (Southland)
- Nathanael Hawkins, MD (Southland)
- Joshua L. Latham, DO (Southland)
- James McCready, MD (Southland)
- Tamara A. Marsh, DPM (Coastal Foot & Ankle)
- Paul N. Motta (Southland)
- Helen Nitsios, MD (Coastal Cardiology & Internal Medicine)
- Shezad Sanallah, MD (Coastal Cardiology & Internal Medicine)
- Philip J Verel, Jr (Southland)
- Dana O. Whaley, ARNP (WMC)

reappointments to the WMH Medical Staff with Dr. Latham's privileges contingent upon receipt of his completed application; seconded by Huckeba. The motion was carried unanimously.

Request for Associate Staff Privileges

- Dr. Mahendra R. Sheth (Southland)
- Dr. Jon P. Lamb (Southland)

ACTION

A motion was made by Creamer to approve Associate Staff privileges as recommended by the WMH Medical Staff; seconded by Kozlowsky. The motion was carried unanimously.

Approval Request

- VRad (VRC) Updated Schedule 1

ACTION

Approval of VRad Updated Schedule 1 tabled pending receipt of update.

CEO Report

Athena Update

- Pending installation of General Ledger package, "Intact". This installation should have been the easiest. Graham was only able to compute the financials last night.
- The 2015 4th quarter patient data reports still have not been submitted to AHCA. The fines for late reports are being covered by Athena.
- Athena billing is going well per Fulkerson.

EMS

- Since taking the 3rd ambulance to full-time status, the truck and crew have been stationed at the Eastpoint station. Mayor Johnson assisted Wester in securing living quarters at the renovated Field House at the old Apalachicola High site. Cost is \$340/quarter including all utilities. The end goal is to house the Apalachicola crew / truck at the hospital with the new facility.

Building Program

- As reported at the BOCC meeting last week, the building plans received Stage I & II approval by AHCA. The agency wanted additional keys, ledgers and details on the plans. The AHCA architects were very complimentary of actual design.
- After the AHCA review, Cooper, Nick Hill with Adams, and Joe Bynum with TRO JB met with Culpepper. Initial impression by Culpepper was that it would not be a problem to keep the budget

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under maximum guaranteed price. Cooper relayed to Culpepper that he wanted the MGP by September 5th and within the budget. Cooper would like to take for approval by the county on September 6th.

- Security on the loan will be through revenue bonds. Interim financing and the USDA loan must be prepared by bond counsel. County attorney Shuler is responsible for obtaining recognized bond counsel. Cooper anticipates this phase to take 6 to 9 months. The bonds must be validated before USDA will issue a commitment letter to a commercial lender for interim financing. If 3 years passes since the last feasibility study, the USDA will require a new study.
- BOCC workshop with hospital Board is scheduled for the afternoon of September 6th. Cooper will present above information then. Creamer noted no action would be allowed at a workshop. He wondered if a special meeting could be arranged after the workshop, so BOCC action would be made.

TMH Partnership

- A meeting between TMH and Alliant Management is scheduled on September 15th. Part of the delay is due to Mark O'Bryant's schedule. O'Bryant desires Alliant as a partner due to their experience with Critical Access Hospitals.

Security

- An ambulance will be parked in the lot between shift changes.
- Conrad has instructed employees that if they ever feel uncomfortable with a patient in a room, leave it. No employee will ever be chastised for calling 911.
- Harrison addressed security cameras. Cameras would have to be monitored constantly to actually provide any real-time security. Also, it would be difficult, if not impossible, to cover all areas with camera surveillance.
- Body alarms were discussed. Harrison stated they were very effective, but if personal alarms were used, it would be mandatory for all to wear.
- Wester stated all hospitals, TMH, BMC, etc., realize that workplace violence is an issue. He expressed that the bottom line is staff training. "Escaping Violent Encounters" has been made a mandatory class for clinical employees in some hospitals.

ACTION

Bachrach recommended a Security Committee be formed for the purpose of reviewing and recommending Board action. Jarrod Wester, Craig Gibson, and Duffie Harrison were assigned to the committee. Huron will attend meetings as recording secretary.

Approval Request

- Public Records Request Policy

ACTION

A motion to approve the "Public Records Policy" was made by Creamer; seconded by Harrison. The motion was carried unanimously.

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CFO Report

Graham

- Graham presented and reviewed the following financial reports: Comparable Balance Sheet (April 2016, May 2016 & June 2016) and Income Statement Month Ending June 30, 2016
 - A/R 66 days
 - Cash on hand dropped from 7.6 in May to 3.2 in June.
 - \$200,000 for back quarter LIP money expected in October. Graham noted that LIP subsidy had not been received this fiscal year. In response to Creamer, John stated the July, August, and September 2015 LIP payments were expected. Cooper called FHA yesterday and was unable to obtain an update.
 - Meaningful Use incentive data has been processed and approved for payment.
 - Cooper shared that he expected cash on hand to fluctuate daily. He expressed his desire for a monthly Cost Report estimate.
 - Creamer questioned the outstanding liability to TMH. Cooper stated he had spoken with O'Bryant regarding the money owed and was reassured that the outstanding balance was not a problem.

Revenue Cycle

Fulkerson

- Fulkerson reviewed AR charts. He expressed his hope to have \$450,000 in collections for August 2016. This would be the highest gross revenue/month this year.

Old Business/ New Business

Bachrach

- In response to Harrison, Cooper replied that the AHCA annual relicensure survey was expected about a month ago. Harrison questioned the requirements and regulations set forth in the Medicare Conditions of Participation. Cooper discussed accreditation processes. He explained that when a hospital does not have a CMS accredited deemed status; the state performs both the state and the federal (CMS) survey. Cooper emphasized the importance state and federal surveys.

Public Comment

Bachrach

- Calvin Glidewell introduced himself as a new resident of Franklin County and former CEO of Broward General Medical Center & Chris Evert Children's Hospital. Glidewell complimented the hospital and encouraged more positive promotion of services.

Adjournment

The meeting was adjourned at 10:27am.