

- Members Present:** Duffie Harrison, Chair; Kristin Anderson, Vice Chair; Myrtis Wynn, Secretary; David Harris MD; Patrick Conrad MD; Dolores Croom
- Members Absent:** n/a
- Staff Present:** David Walker, CEO; Susan Daniels, CFO; Courtney Alford, DON; Ginny Griner, HR / Med Staff Coordinator; Haley Williams, Radiology Manager; Richard Lewis, EMS Director; Craig Gibson, Plant Ops Director; Heather Huron, Admin Assistant; Susie Buskirk, Practice Manager
- Guests Present:** David Bowling, Alliant; Tom Ramsey, Alliant via Zoom; Michael Moron, County Coordinator via Zoom; Donna Butterfield; County Commissioner Bert Boldt

CALL TO ORDER / VERIFICATION OF QUORUM

Duffie Harrison, Chair

- The meeting was called to order at 9:05am. Board quorum was confirmed.

PUBLIC COMMENT

Duffie Harrison, Chair

- There were no public comments.

APPROVAL OF MINUTES

Duffie Harrison, Chair

- The 11/30/2021 minutes were presented for approval.

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

MEDICAL STAFF REPORT

Patrick Conrad, MD

- Emergency department activity is standard. Dr. Newton is now working ED shifts.
- Recent transfers have been delayed due to receiving facilities being at capacity. Delays are being explained to the patient.
- Omicron peak was anticipated for mid-January. Dr. Conrad feels that our area may be past the peak period. COVID cases presenting to the ED are less sick and most recover easily and quickly as an outpatient.

TMH MEDICAL PRACTICE UPDATE

David Newton, MD

- Swing bed volume has increased.

- The clinics have been seeing a lot of COVID cases. The clinics are currently out of tests.
- Monoclonal antibody treatments are not currently available.

GERIATRIC OUTPATIENT PSYCH UPDATE

Sheri Shaw, Ultra Group

- Shaw gave a brief update on the geriatric psych program, also referred to as Intensive Outpatient Mental Health Treatment. The program will be held at Weems West clinic. A psychiatrist is lined up. Additional staff members are to be hired.

CLINICAL SERVICES REPORT

Courtney Alford, DON

- There is one swing bed patient on the floor now, and the census for last week was two swing bed patients. Two applications have been received for the swing bed coordinator position. Interviews are pending.
- Weems, along with 100 other hospitals, has partnered with Stroudwater Analytics in a pilot project using Stroudwater's Swing Bed Quality Tool. This tool is used for data collection and benchmarking swing-bed outcomes measures. Data is entered into the tool for every swing bed patient and reports are instantly available.
- Alford recently attended the Alliant training day hosted by Doctors Memorial.
- The nursing department remains short staffed. Currently, Weems is contracted with two RN travelers and has an additional traveler candidate.
- FDA has pulled their Emergency Use Authorization for 2 out of 3 monoclonal antibody treatments. Now, Weems must request monoclonal antibodies on a weekly basis from the DOH. All local provider offices are kept informed of treatment availability.

Quality

- 4th Quarter Patient Satisfaction survey results were provided for individual review.
- 4th Quarter Risk Management Report to the Board was presented. There were no questions from the Board.

Radiology

- Haley Williams, Radiology Manager, presented 2 requests for Board approval.
1. Replace all radiology equipment in the ED

A motion was made by Anderson to approve both purchase requests (replacement of all ED radiology equipment and replacement of CT scanner) for a

The cost for total replacement is \$173,940. The new equipment will provide more penetration, which will improve bariatric studies.

total expense of \$485,835; seconded by Wynn. The motion was carried unanimously.

2. Replace the CT scan and relocate the equipment inside the hospital by renovating an existing room

The cost to replace the CT scan is \$311,895. The new equipment will be relocated to the new facility when built. Funding will come from American Rescue Plan funding. Current CT is 16 slice. The replacement will be a 128 slice GE CT Scanner.

- In response to Dr. Newton, Walker shared that an agreement is under review for dexascan equipment.

WEEMS MEDICAL CENTERS REPORT

Susie Buskirk, Practice Manager

- There has been a high volume of COVID patients in the clinics over the past month. Patients with respiratory symptoms are being asked to test with Nomi prior to their clinic appointment. Having the patient's COVID test result prior to the appointment assists providers in assessment and treatment. Nomi locations are held by both clinics, Monday, Wednesday and Friday in Apalachicola & Tuesday and Thursday in Carrabelle.
- Elastography services are anticipated in the clinic setting soon. The medical device, Bexa, employs high resolution elastography to produce a map of abnormal breast tissue and masses. The procedure is radiation free and provides immediate results. The exam is best for women under 40 years of age.
- The clinics' fee schedule is under review.
- Buskirk is looking forward to the Ultra Group partnership. She hopes to expand services to include veterans.
- COVID boosters are available.

EMS UPDATE

Richard Lewis, EMS Director

- The mobile first aid station / mobile command unit has been ordered and paid for with Big Bend Health Care Coalition (BBHCC) grant funding. The amount of the grant was increased by BBHCC to \$22,000 to accommodate the order. Old ambulance generators will be renovated for use in the unit for a savings of approximately \$8,000. It will be used at local events as a first aid station and post-hurricane as a mobile command unit.

- Lewis attended the EMS Advisory Council meeting in Daytona last week. Several opportunities were presented for Weems / EMS at the meeting.
- As a result of recent transfer issues, the ambulance service will no longer transport patients to their desired hospital. All patients will be transported to the geographically closest hospital with the service capability. Lauren Faison-Clark spoke to TMH's limited capacity. She stated that current COVID admissions was above 100 and that each day is opening with an average of 20 patients who are waiting for bed availability. To assist Weems in keeping patients, TMH offers support from several available physician specialties.
- Tele911 MOA has been signed and will be effective on April 1, 2022. Low acuity patients will have the option of telemedicine consultations with 911 calls. This service reduces barriers to health care and provides an option for transport refusals or delays.
- Commissioner Boldt spoke to the recommendation to relocate the East end EMS station to HWY 98 and 319. The State of FL recently acquired acreage in the area, taking the land of the county tax rolls. He sees this as an opportunity to request land from the State in exchange for lost tax income to be used for relocation of the EMS station.

HR REPORT

Ginny Griner, HR Director / Medical Staff Coordinator

- December 2021
 - 38 employment applications received
 - 0 new hires, 0 resignations, 0 terminations
 - 63 full-time staff, 62 part-time staff
 - 3 travel RNS and 3 travel med techs (lab)
 - Recruitment continues for nursing, lab, billing, psych, and EMS
- CMS requirements for COVID 19 vaccinations are being met at a rate of 100%.
- 2022 goals for the HR department include the following:
 - Grow the retirement plan
 - Salary adjustment recommendations for FT in Spring (based on 2021 FHA salary results).
 - Salary adjustment recommendations for both FT & PRN roles in Fall (based on 2022 FHA salary results)
- Manager training will be made available in February through PEO MBA.

- The next medical staff meeting is scheduled for Tuesday, February 15th at noon.

PLANT OPERATIONS

Craig Gibson, Plant Ops Director

- Installation of the security card swipe is underway now.
- HVAC vendor is on-site to fix heaters which were installed backwards many years ago.
- Quotes are pending for the replacement of all exterior doors.
- Renovation of the ED x-ray room is underway.

CFO FINANCIAL REPORT

Susan Daniels, CFO

Financial reports for the month ending November and December 2021 were presented and reviewed in detail:

- Financial Summary
 - Operating Statement
 - Balance Sheet
 - Summary of Financial Ratios
 - Statistics
 - Accounts Receivable
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- Weems has received notice of eligibility for Stage 4 COVID Provider Relief Funds.
 - There will be adjustments following audit. Once adjustments are made, financials will be restated.
 - Ongoing coding and billing audits are being performed.

ALLIANT MANAGEMENT UPDATE

David Bowling, VP Finance

Growth and Planning

- Primary Care: Focus on continued clinic growth in Carrabelle and Apalachicola
- Swing Bed Utilization
- Wound Care: Evaluating opportunity to add a wound care program
- Alliant CEO continues to hold biweekly calls to discuss opportunities

Finance

- Cost Report: Shawn Adams is working with Susan Daniels and Bryan Hall (CRI) to complete. Completion is expected by early March.
- Medicare Bad Debt: Currently reviewing opportunities to reopen previous years cost reports to maximize potential MCR Bad Debt

opportunities

- Annual Audit: All requested data has been submitted to CRI.
- Charge Master Review: Susan continues to work with the individual departments to ensure we are maximizing all opportunities.
- Medicaid Eligibility: Two (2) vendors currently under consideration (CRS and HIS)
- E.H.R. Conversion: Decision has been made to move forward with CPSI. Athena will be kept in the clinics and veEDIS will be kept in the ED.

Clinical & Quality

- Emergency Department focus is on patient experience, admission opportunities, and coding level review.
- Other areas of focus include patient rounding and post-visit follow up calls.

Julie Musick will be sending CEO evaluation forms to all Board members.

CEO REPORT

David Walker, CEO

Action Items

- Gulf County Board of County Commissioners has submitted a request to use of a portion (\$25,000 per year) of the Healthcare Trust Fund dollars to assist with securing a new Dialysis Center in PSJ. The Capital Outlay portion of the Healthcare Sales Tax cannot be used to pay Gulf County. Therefore, another option would be to use Weems patient revenue to assist Gulf County. Weems believes dialysis treatment is important for the community but cannot use Weems hospital funds to pay for dialysis treatment in another county that is not tied to any of our service lines. However, we are looking into companies that will provide mobile dialysis services on the grounds of Weems Hospital. *Board recommendation is to reject Gulf County's request and task Weems CEO to investigate a mobile dialysis unit to be used on the grounds of the hospital.*

Informational Items

- New Facility Funding: Senator Ausley and Representative Shoaf have both sponsored bills for \$7 million in this legislative session. They have been very supportive of the County Commission's request for funding. Members of the Franklin County BOCC met with Senator Ausley and Representative Shoaf this month to get an update on both bills and show their appreciation to both for sponsoring the bills.

A motion was made by Anderson to reject Gulf County's request and task Weems CEO to investigate a mobile dialysis unit to be used on the grounds of the hospital; seconded by Wynn. The motion was carried unanimously.

- **New Facility Discussion:** Earlier this month, discussions were held with FSU College of Medicine and TX A&M University regarding strategies to build a 21st Century facility with a clinical research component. We had a productive meeting with them.
- **National FLEX Program Focus Group:** Weems has been asked to participate in a National FLEX Program Focus Group with other hospitals around the nation. The focus group will focus on quality, financial, and operational improvements.
- **Alliant Management County Commission Update:** Jim Coleman conducted an annual presentation to the Franklin County BODD on 12/21/2021.
- **Carrabelle Retail Pharmacy:** We have some preliminary numbers to what it will cost to implement a retail pharmacy at our Carrabelle clinic. This will be discussed at the February Board meeting.
- **New Service Lines:** Geriatric Outpatient Psychiatric program will be implemented in January 2022. The program is being housed on the grounds of the hospital and will benefit from the Hospital's Critical Access Designation. Additional service line opportunities are being researched and the Board will be updated as they become more concrete.
- **CMS Vaccine Mandate:** CMS has issued a vaccine mandate for health care facilities and Weems is in full compliance.

2021 Hospital Collaborations

- Department of Health Bureau of Chronic Disease /UCF College of Medicine
- Texas A & M University's Center for Optimizing Rural Health
- Florida Department of Health's Rural Health Office (EMS/FLEX)
- Big Bend AHEC/Rural Health Network
- Tallahassee Memorial Healthcare
- Florida Hospital Association
- FSU College of Medicine-Florida Blue Center for Rural Health Research & Policy

OTHER BUSINESS

Duffie Harrison, Chair

- The Governing Board By-Laws were provided for individual review prior to the meeting. There were no recommendations for revision.
- The Conflict of Interest policy was distributed. Conflict of Interest attestations were signed by all voting Board members.
- Weems has been approved to be a distributor of home COVID tests. Methods for distribution are to be determined.



**GOVERNING BOARD OF DIRECTORS
JANUARY 27, 2022**

ADJOURNMENT

Duffie Harrison, Chair

- The meeting was adjourned at 10:47am.

