

- Members Present:** Duffie Harrison, Interim Chair; Kristin Anderson, Secretary; Myrtis Wynn; David Harris MD; Patrick Conrad MD; Dolores Croom via Zoom
- Members Absent:** n/a
- Staff Present:** David Walker, CEO; Susan Daniels, CFO; Courtney Alford, DON; Richard Lewis, EMS Director; Ginny Griner, HR / Med Staff Coordinator; Heather Huron, Admin Assistant
- Guests Present:** Tom Ramsey, VP Alliant; Michael Moron, County Coordinator via Zoom; Donna Butterfield

CALL TO ORDER / VERIFICATION OF QUORUM

Duffie Harrison, Chair

- The meeting was called to order at 9:00am. Board quorum was confirmed.
- Walker introduced new Board member, Dolores Croom, who attended via Zoom. Walker noted that Zoom attendees may vote but may not be a tie-breaker nor introduce a motion.

PUBLIC COMMENT

Duffie Harrison, Chair

- Donna Butterfield addressed COVID 19 vaccination regulations. Walker explained that the CMS final rule was pending, and that Weems would take direction from CMS.

APPROVAL OF MINUTES

Duffie Harrison, Chair

- The 9/2/2021 minutes were presented for approval.

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

MEDICAL STAFF REPORT

Patrick Conrad, MD

- Last positive COVID test was seen over 2 weeks ago in the ER. Low to zero cases are anticipated through the holidays. Monoclonal antibody therapy was very helpful in combating the last surge, which tapered after Labor Day.
- An earlier flu season is expected among the elderly and immunocompromised due to changes in tourism trends.
- Commissioner Boldt questioned effectiveness of communications with other health care professionals. Dr. Conrad spoke to good remote support from TMH, less from Panama City area. Walker discussed a growing focus on telehealth.
- Commissioner Boldt questioned possibility of physician internships at the hospital. Dr. Conrad expressed agreeability to residents at Weems.

TMH MEDICAL PRACTICE UPDATE

David Newton MD, TMH Physician Partners

- No update was given by Dr. Newton.

CLINICAL SERVICES REPORT

Courtney Alford, DON

- Flu shots are available.
- Volume is low, which is typical of seasonal trends.
- Haley Williams has been hired as the new Radiology Manager. She will begin Monday.
- The Laboratory has contracted a traveler Med Tech.
- Respiratory Department statistics were given for comparison:

	FY 2019-20	FY 2020-21
Breathing Treatments	1172	1700
Ventilator Days	22	121

- Focus during the low volume period will be on building the Swing Bed program. Alford will be working along with Dr. Newton to revise and develop new policies for the program.

Quality

- 3rd Quarter ER & In-Patient Satisfaction survey results were presented and reviewed.
 - ER: 86% Very Satisfied n=87
 - IP: 93% Very Satisfied n=4
- Risk Management & Regulatory Board Summary Report for 3rd Quarter 2021 were presented and reviewed. There were no questions from the Board.

WEEMS MEDICAL CENTERS REPORT

Susie Buskirk, Practice Manager

- Walker announced that the Moderna COVID-19 booster shots had been received and would be available at the clinics starting today.

EMS UPDATE

Richard Lewis, EMS Director

- Lewis gave special thanks to Susie Buskirk and the clinics for their collaboration with EMS to provide vaccinations and boosters in the community.
- Weems EMS will have a decorated ambulance for Halloween weekend. The truck will be staged on SGI this Friday and in Apalachicola on Saturday.
- Big Bend Health Care Coalition recently approved a grant request for the purchase of a Mobile Command Unit.
- The Board of County Commissioners recently approved the purchase of a new ambulance. The ambulance will include a new power stretcher and 12 lead. Once received, the truck with over 200k miles will be retired.

HR REPORT

Ginny Griner, HR Director / Medical Staff Coordinator

- Griner gave a recap of all HR activities and accomplishments for the calendar year.

PLANT OPERATIONS

Craig Gibson, Plant Ops Director

- Gibson gave a summary of current activities:
 - 2 new PRN employees in Housekeeping
 - 1 new part time maintenance pending
 - Working to finalize FFA helipad application
 - Infrastructure grant was submitted with the request for a new hospital generator, new Weems East generator, and window replacements.

CFO FINANCIAL REPORT

Susan Daniels, CFO

The following financial reports for the month ending 9/30/2021 were presented and reviewed in detail:

- Financial Summary
- Summary of Financial Ratios
- Operating Statement
- Balance Sheet
- Statistics
- Accounts Receivable

Action Item

- The annual budget (FY 2021-2022) was presented for approval. Total budgeted expenditures= \$15,985,893.

A motion was made by Dr. Harris to approve the annual budget as presented; seconded by Wynn. The motion was carried unanimously.

ALLIANT MANAGEMENT UPDATE

David Bowling, VP Finance

Growth and Planning

- Carrabelle Pharmacy
 - Proforma finalized showing a small margin in year 2 and break even point in year 3

Finance

- CARES Act Reporting (PRF Reporting Portal)
 - Opened as of 7/1
 - Period 1 deadline for reporting extended 60 days from 9/30 to 11/30
- Additional funding opportunities- applied for in October
 - Phase 4 General Distribution (\$17B)

- American Rescue Plan Rural Distribution (\$8.5B)
- Cost Report
 - Shawn Adams with Blue to start work on completing the cost report in November
 - Expect to complete the cost report in December
- Annual Audit
 - Initial data requests to start work on the annual audit expected in November
- Charge Master Review
 - Team from Blue was on site for a week in April to complete
 - Preliminary reports for several departments have been shared and the team is currently working through the findings
- Alliant developed financial reporting platform
 - Financial Reporting
 - Budgeting
 - Productivity
 - Scheduling
- Medicaid Eligibility
 - Three vendors chosen for consideration (Cadre, CRS, and HIS)
 - Review is currently on hold – expect to reopen this review in October
- Early Out & Bad Debt Process
 - Reviewed current process and working with vendors to adjust some processes
- Emergency Department
 - ER patient experience
 - ER admission opportunities
 - ER coding level review
- Other areas of focus
 - Patient rounding
 - Post visit follow up calls

Financial Indicators:	AUGUST	SEPTEMBER
Total Net Revenue	752,193	373,617
Total Net Income	183,894	(152,494)
Patient Cash Collections	455,785	521,025
Total Cash Collections	648,993	876,766
Days Cash on Hand	159.32	159.65
County Hospital Subsidy (Sales Tax)	158,915	209,574
County Clinic Subsidy (Sales Tax)	10,000	10,000
County EMS Subsidy (Ad Valorem Tax)	0	0

Operating Indicators:	AUGUST	SEPTEMBER
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Total Admissions	25	12
Outpatient Visits	301	187
Emergency Room Visits	555	464
Ambulance Runs	149	135
Clinic Visits	712	502

A recess was taken from 10:30am to 10:39am.

CEO REPORT

David Walker, CEO

Action Items

- **Public Records Request Policy:** Board recommendation to approve the updated Public Records Request policy. Attorney Shuler has reviewed and approved the revisions.
- **Holiday Policy 2022:** Board recommendation to approve the updated Holiday Policy to be effective 1/1/2022.

A motion was made by Anderson to approve the revised Public Records Request policy; seconded by Wynn. The motion was carried unanimously.
A motion was made by Dr. Harris to approve the 2022 Holiday Policy; seconded by Wynn. The motion was carried unanimously.

Informational Items

- **New Healthcare Facility/Addition:** During a recent Franklin County Budget Hearing, we spoke with the Franklin County Board of County Commission regarding the need to build an addition to our hospital. The County Commission asked me to inquire about funding opportunities through the Florida State Legislature. We contacted our local legislative delegation to inquire about funding opportunities. Senator Lorraine Ausley visited Weems on October 5, 2021. We discussed our need for a new facility for the residents and visitors of Franklin County. Senator Ausley also took the time to meet with our staff and toured the hospital. It was a great visit, and the staff was very appreciative. We will put in a legislative funding request for \$7 million for the 2022 Legislative Session. In addition, Mary Mayhew, President of the Florida Hospital Association visited Weems in early September 2021, and we discuss funding opportunities and initiatives as well.
- **New Chief Financial Officer (CFO):** Susan Daniels, our new CFO, started on October 4, 2021.
- **Electronic Health Record (EHR):** We have been reviewing our options for another EHR to meet our hospital needs in a proficient

manner. We have identified Evident a CPSI software. Susan Daniels and Tom Ramsey are taking the lead with the analysis and the transition. We expect to sign an agreement with them very soon.

- Franklin County EMS Award Presentation: Florida Department of Health annually recognizes leadership and Florida Emergency Medical Services. Franklin County Emergency Medical Service was awarded the EMS Provider of the Year (2021). Franklin County's EMS was specifically recognized for the leadership role in the Florida EMS system and community, as they have been at the forefront of a Community Paramedic program in Franklin County, while supporting the Department of Health and Franklin County Emergency Operation Center (EOC) during recent emergencies from the COVID pandemic to inclement weather systems.
- Contract Negotiations Update: Managed Care Contract Negotiations are ongoing. We have successfully negotiated a contract with Centene, a Medicaid Managed Care. Nick Gieschen, our Contract Negotiator, did a wonderful and excellent job negotiating for us. We have been in negotiations with them since last August.
- USDA Rural Development's Emergency Rural Health Care Grants: We have applied for three grants (New EMS Community Paramedicine Truck, Electronic Health Records System, Emergency Department Stretchers). This grant program pays for 55% of the cost of the item and we will pay 45%. We will continue to look for additional grant opportunities with this program as well.
- New Service Lines: We will implement a Geriatric Outpatient Psychiatric Program in January 2022. The program is being housed on the grounds of the hospital and will benefit from the Hospital's Critical Access Designation.
- Hospital's Oxygen System Replacement / Upgrade: We are reviewing ways to invest, replace and/or upgrade our oxygen system capacity. This will allow us to treat COVID patients longer in our facility to take the burden from the tertiary hospitals in Bay and Leon, especially when you have a COVID surge. We are waiting on quotes.

- 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-VA Mental Health Screening

OTHER BUSINESS

Duffie Harrison, Interim Chair

- The recent Alliant Retreat was discussed. Comments were that the event was well planned, informative, and a great networking opportunity.
- The 1st, 2nd, and 3rd Quarter 2021 Public Records Request log was presented for individual review.

ADJOURNMENT

Duffie Harrison, Interim Chair

- The meeting was adjourned at 10:56am.

