

- Members Present:** Duffie Harrison, Chair; Kristin Anderson, Vice Chair; Myrtis Wynn, Secretary; David Harris MD; Dolores Croom; Patrick Conrad, MD
- Members Absent:** n/a
- Staff Present:** David Walker, CEO; Susan Daniels, CFO; Courtney Alford, DON; Haley Williams, Radiology Director; Ginny Griner, HR / Med Staff Coordinator; Craig Gibson, Plant Ops Director; Richard Lewis, EMS Director
- Guests Present:** Bert Boldt, Franklin County Commissioner; Tom Ramsey, VP Finance Alliant; Jim Coleman, CEO Alliant
- Zoom Attendees:** Michael Moron, County Coordinator

CALL TO ORDER / VERIFICATION OF QUORUM

Duffie Harrison, Chair

- The meeting was called to order at 9:10am. Board quorum was confirmed.

PUBLIC COMMENT

Duffie Harrison, Chair

- There were no public comments.

APPROVAL OF MINUTES

Duffie Harrison, Chair

- The 2/24/2022 minutes were presented for approval.

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

MEDICAL STAFF REPORT

Patrick Conrad, MD

- There have been no new COVID cases at Weems.
- Conrad complimented the DON and Radiology Manager.

CLINICAL SERVICES REPORT

Courtney Alford, DON

- Patient Satisfaction surveys will now be accomplished with the use of tablets leased through Qualitick. Survey results will be sent directly to Alford and Huron. The 18 month lease was funded through SHIP grant funds provided by the Office of Rural Health.
- The updated Medication Administration Policy was presented for Board approval.

A motion was made by Anderson to approve the policy; seconded

- Two (2) new hires, 1 RN and 1 LPN, have been made in the nursing department. There are also 2 new travel nurses on the roster.

Haley Williams, Radiology Manager

- A USDA matching grant was submitted to assist with the purchase of a mammogram machine. Following a \$136,000 discount, our cost would be \$242,000. If approved, the USDA matching grant would pay 55% of the cost. This would leave \$108,000 to be paid by Weems. No additional staffing would be needed. Approval is being sought to purchase the mammogram machine dependent upon grant approval. Highlights of the proposed equipment, Aspire Cristalle, are listed below:
 - Less radiation exposure
 - Increased patient comfort
 - High definition monitors
 - Real time views for technologists.
 - Automatic reports to MSQA
 - New teleradiology group has agreed to be available on the days that mammograms are performed to assist technician, as needed, while the patient is here.
 - 5 year warranty included
 - Training would be provided by Fuji
- Conrad recommended additional certification for staff members. Currently, one tech is mammogram certified.
- Board approval is sought to change teleradiology groups from vRad to Vesta. The change will allow Weems to perform additional scans such as Low Dose CT and mammography. Agreed upon turnaround times are faster, delays are minimal, and service is easier to obtain. Additionally, Weems will bill the radiologists' professional fees, which will increase revenue. Williams sought and received excellent reviews from 3 separate providers prior to recommending the change.

by Wynn. The motion was carried unanimously.

A motion was made by Anderson to approve the purchase of a mammogram machine at the 45% grant share of \$108,900 on approval of USDA grant; seconded by Wynn. The motion was carried unanimously.

A motion was made by Dr. Harris to approve the transition to Vesta teleradiology group; seconded by Anderson. The motion was carried unanimously.

WEEMS MEDICAL CENTERS REPORT

David Walker, CEO

- Two new service lines will be launching soon at the Weems Medical Centers: The Geriatric Psych program and the Bexascan system for breast cancer detection.

- COVID booster shots are available at the Franklin County Health Department.

EMS UPDATE

Richard Lewis, EMS Director

- The last 2 days, Franklin County EMS has hosted CPR classes for the 9th and 11th grade students. EMS and Nursing has been invited to assist with the next year's Medical Program. This should assist with recruiting.
- Lewis thanked Daniels for her assistance with EMS billing.
- Board approval is sought to purchase two pole barns. One will be used in Apalachicola to cover the EMS trailer and ambulance, another will be used to cover the ambulance in Carrabelle. Because the trucks are climate controlled, the ACs must be run 24/7 in the summer to maintain optimal temperature. This is causing a lot of wear and tear on the EMS vehicles. Coverage for the new EMS trailer will help to increase longevity. The total cost is \$13,660.
- Walker noted both state and national recognition of Lewis' work.
- Commissioner Boldt shared that he and Representative Shoaf have been working together to request approximately 2 acres of land from the State, located around HWY 319 for the purpose of an EMS station and possibly a Fire Department.
- Wynn attended the recent Franklin County HS Career Day and complimented the excellent EMS presentation which was made to the students.

A motion was made by Wynn to approve the purchase of pole barns; seconded by Dr. Harris. The motion was carried unanimously.

HR REPORT

Ginny Griner, HR Director / Medical Staff Coordinator

- The following policies were presented for Board approval:
 - Attendance & Punctuality Policy
 - Break / Meal Periods Policy
 - Cash In / Conversion of PLT
 - Core Staffing Policy
 - Holiday Pay Policy
 - Holidays 2022 Policy
 - On-Call / Call-Back Policy

A motion was made by Dr. Harris to approve the policies as listed; seconded by Wynn. The motion was carried unanimously.

TMH UPDATE

David Newton MD, TMH

- Dr. Newton shared that there is a new TMH clinic manager on site.
- Process for mid-level documentation oversight has been resolved.
- Volume is steady.
- There has been a lot of community interest in the Carrabelle retail pharmacy.

A short break was called from 9:57am to 10:06am.

PLANT OPERATIONS

Craig Gibson, Plant Ops Director

- All windows and door fronts have been repainted.
- Tallahassee Nurseries will be consulting with Gibson to provide low maintenance landscaping suggestions.
- Front sign will be redesigned.
- ER parking lot “dip” has been fixed.
- Weems East parking lot is in line to be repaired
- Card security system is almost ready to go live.
- Informational channels for each patient room, including clinic patient rooms, should be live soon.
- Funding is being sought to bring CT Scan machine in-house.
- Current generator can provide power source for life-safety plugs and lights. It cannot provide power to kitchen or HVAC system.
 - Last year, Weems applied for a 1.8-million-dollar CDBG Infrastructure Grant through the Department of Economic Opportunity (DEO) to replace the windows at the hospital and West Clinic, as well as generators at both locations. Our grant request was not approved for funding. This is a very highly competitive process; however, DEO has opened a new round of CDBG-MIT funding for eight select counties and Franklin is one of them. Langton Consulting Group who the county utilizes to write grants, believe we have a better chance of receiving this new funding because the grant service area is limited to eight counties. If we apply for the grant, Langton Consulting will assist us with writing the grant as they did the one before and we will pay them a fee of \$3,000. This initiative is a part of Hurricane Michael Recovery. We are seeking Board approval to apply for the grant. Following Board approval, Erin Griffith will seek County approval for the same.

A motion was made by Wynn to approve proceeding with the CDBG-MIT grant for a fee of \$3,000; seconded by Dr. Harris. The motion was carried unanimously.

CFO FINANCIAL REPORT

Susan Daniels, CFO

Financial reports for the month ending February 2022 were presented and reviewed in detail:

- Financial Summary
- Operating Statement
- Balance Sheet
- Financial Ratios
- Statistics

ALLIANT MANAGEMENT UPDATE

David Bowling, VP Finance

Growth and Planning

- Primary Care
 - Focus on continued clinic growth in Carrabelle and Apalachicola
 - Swing Bed Utilization
- Various service lines currently being evaluated include:
 - Wound Care
 - Physical & Occupational Therapy
 - Mobile Mammography
 - Mobile Dialysis

Alliant CEO continues to hold biweekly calls to discuss opportunities

Finance

- Government Reimbursement
- FY21 Cost Report was completed and filed with a \$44,671 receivable
- FHURS Reporting was completed on 3/2
- Square Footage study to be completed in May during an onsite visit by Shawn and April
- Medicaid Eligibility
 - Two vendors currently under consideration (CRS and HIS)
- Revenue Cycle Dashboard
 - Collection metrics are starting to show positive improvements with Medicare AR leading the way
 - Cash metrics were very strong in February
- Charge Master Review
 - Susan continues to work with the individual departments to ensure we are maximizing all opportunities
- E.H.R. Conversion
 - Initial data requests have been submitted by CPSI and the team is diligently working on the project

Clinical & Quality

- Emergency Department
 - ER patient experience
 - ER admission opportunities
- Other areas of focus
 - Patient rounding
 - Post-visit follow-up calls

CEO REPORT

David Walker, CEO

Informational Items

- **New Facility Funding:** Senator Ausley notified me earlier this month that our legislative funding request of seven million dollars did not get approved. We will continue to look at other alternatives.
- **Florida Hospital Association (FHA) Regional CEO Roundtable:** I attended the FHA Regional CEO Roundtable coordinated by Mary Mayhew, FHA President/CEO in Tallahassee. The discussions focused on the outcomes of the 2022 legislative session, priority issues facing hospitals and collaboration of hospitals throughout the region.
- **Upgraded Phone System:** IT and Plant Operations are researching new options for upgrading the phone systems for the hospital and clinic locations. We will keep the Governing Board updated once we get the quotes for the system.

RETAIL PHARMACY

Tom Ramsey, Alliant

- On March 10, 2022, the Governing Board held a retail pharmacy workshop to discuss the options to establish a retail pharmacy at the East Clinic.
- Ramsey and Blue & Co. spent several months verifying the population area, the prescription volumes, and then made the following conservative estimate.
 - Year 1: -(\$170,000) construction, initial drug purchases
 - By month 19: +\$175,000
 - After Year 2: +\$300,000 each year
- Board approval is sought to request an additional workshop with the Franklin County Board of County Commission to discuss retail pharmacy options.

A motion was made by Anderson to request a Carrabelle Retail Pharmacy workshop with the Franklin County Board of Commissioners; seconded by Dr.

**Harris. The motion was carried
unanimously.**

OTHER BUSINESS

Duffie Harrison, Chair

- No other business was discussed

ADJOURNMENT

Duffie Harrison, Chair

- The regular session was adjourned to executive session at 10:57am.

