

Members Present:	Duffie Harrison, Chair; Kristin Anderson, Vice Chair; Myrtis Wynn, Secretary; David Harris; William Zester
Members Absent:	Patrick Conrad, MD
Staff Present:	David Walker, CEO; Courtney Alford, DON; Richard Lewis, EMS Director; Susie Buskirk, Clinics Manager; Robin Paulson, Administrative Assistant
Guests Present:	Donna Butterfield; Bert Boldt; Kristy Terry, Marketing TMH, Tom Ramsey, Alliant CFO; Bryan Hall, Auditor
Teams Attendees:	Dolores Croom

<p>CALL TO ORDER / VERIFICATION OF QUORUM <i>Duffie Harrison, Chair</i></p> <ul style="list-style-type: none"> The meeting was called to order at 9:02am. Board quorum was confirmed. Public posting was confirmed. 	
<p>Bobbie Turrell Comments <i>David Walker, CEO</i></p> <ul style="list-style-type: none"> The loss of Bobbie Turrell, Medical Records Supervisor for Weems was shared with the board of directors. A sympathy card was passed around for anyone who would like to sign for Bobby's family. A moment of silence was offered on her behalf. 	
<p>Employee of the Month <i>David Walker, CEO</i></p> <ul style="list-style-type: none"> New Employee of the Month recognition now taking place at Weems. The July winner is Amanda Byrd. She was nominated for her outstanding service and going above and beyond in her rôle as Radiology Tech at Weems. Harrison stated he greatly appreciated Amanda and all of our staff for the many hats they wear to make things happen at Weems. 	
<p>PUBLIC COMMENT <i>Duffie Harrison, Chair</i></p> <ul style="list-style-type: none"> Donna Butterfield asked the board to review page 35 of the 2022 Audit, asking about the amount paid to Tallahassee Memorial Hospital in the amount of \$571,000. Walker explained that only existing public records are to be provided and not created documents to explain the items. Bryan Hall, Auditor explained that since 2009, executive positions have been hired by TMH. This \$571,000 has been on the books since 2012 and not for any new payments to TMH. Harrison suggested that she set up a separate time to contact the CEO to ask questions and reiterated that Public Records Requests are only for providing existing documents. 	

<p>APPROVAL OF MINUTES <i>Duffie Harrison, Chair</i></p> <ul style="list-style-type: none"> The 5/25/2023 minutes were presented for approval. 	<p>ACTION A motion was made by Harrison to approve the minutes as presented; seconded by Wynn. The motion was carried unanimously.</p>
<p>MEDICAL STAFF REPORT <i>Patrick Conrad, MD</i></p> <ul style="list-style-type: none"> No report was provided. 	
<p>TMH UPDATE <i>David Newton, MD</i></p> <ul style="list-style-type: none"> No TMH report was provided. 	
<p>CLINICAL SERVICES REPORT <i>Courtney Alford, DON</i></p> <ul style="list-style-type: none"> A mammography technician is almost secured for Weems to begin to provide service, thanks to Tallahassee Memorial Hospital. HR is working through the process of getting the mammography technician hired. Emergency Department numbers are up as it's the vacation season. Still needing a couple of nurses but doing well and there's a good core staff. 	
<p>East/West Clinics Report <i>Susie Buskirk, Clinics</i></p> <ul style="list-style-type: none"> Uprise in visits to the clinics and providers are doing a good job keeping up. West is seeing 39 more patients a month and East is up nine patients. Weems clinics are the only clinics in the county that provide walk-in support for patients. They will be hosting a partnership with the Health Dept and secure an agreement with a lab for lower costs for patients who choose to self-pay. Harrison asked about the phone system. Eagle Tree is getting David Walker a new quote for phones that will tie in the clinics with the hospitals and the ER Department. Walker is looking forward to tightening up the phone system. Walker also commented on walk-ins and how we are flexible to the community. Weems needs their own physician to drive services to the clinics and the hospital. Harrison asked if a person could answer calls instead of recordings if possible when setting up the new system. 	
<p>Marketing Report <i>Terry Kristy, TMH Marketing Liaison</i></p> <ul style="list-style-type: none"> Kristy has been working with Weems marketing for three months. 	

<ul style="list-style-type: none"> • Swing Bed Program- a Lunch and Learn is scheduled for 7/12/23 with TMH so they can learn more about our services and share on how to partner with us to grow this program. • Mammography campaigns are ready to go as soon as Weems is up and running. Social media, newspaper, and radio ads are ready to go. • Social Media accounts- currently pushing things out to the community; people like to see what's going on inside the hospital so there is sharing of employee events. Harrison asked if there could be contact with a St. George Island FB page and a visitor's guide that lets people know we are available for service to the community. Zester asked about old FB posts that were negative to the hospital and those have been addressed; Kristy is monitoring. • Advertising/Outreach- looking at annual contract with newspaper and radio programs. • Email database development- now gathering email addresses during the patient admission process and working on a quarterly newsletter to go out to patients and the community. Harrison asked about the Chamber of Commerce and Kristy is sending them information. • There is work happening on a survey that is planned to be deployed in September 2023. • A meeting is being held with staff regarding an upcoming Community Health Fair scheduled for 11/11/23. 	
<p>EMS REPORT <i>Richard Lewis, EMS Director</i></p> <ul style="list-style-type: none"> • 2022 reports were reviewed with the Board. Harrison asked about response times. Lewis reported that they aren't great but doing the best that they can. Sometimes numbers are skewed on the report due to the different response vehicles. Harrison asked for a report on response times comparing now to the past. If calls are increasing, then we need to be able to respond. Lewis reported that the main difference is how large the county is, and this is what affects our response times. Most calls are non-emergent. The average mileage is 2-24 miles. Zester commented that it's hard to get a benchmark with other counties because our county is so large. Lewis stated that they work hard to provide the best service possible with the money/equipment they have on hand. 	
<p>A break was taken at 10:20am. The regular meeting resumed at 10:29am.</p>	
<p>CFO REPORT <i>Tom Ramsey, CFO Alliant</i></p>	
<ul style="list-style-type: none"> • The May 2023 Balance Sheet and Income Statement was presented and reviewed in detail. • Alliant dashboards were provided for review. <ul style="list-style-type: none"> ○ Net Revenue 	

<ul style="list-style-type: none"> ○ Net Income ○ Patient A/R Collections ○ Total Cash Collections ○ Days Cash on Hand ○ County Subsidy- Hospital (Sales Tax) ○ Admissions ○ Outpatient Visits ○ ER Visits ○ Ambulance Runs- Billable ○ Clinic Visits <ul style="list-style-type: none"> ● Harrison asked about 32 days of cash on hand right now. He asked at what point we can spend money to start the Carrabelle pharmacy. Tom Ramsey is working on getting that up and running. He shared that Weems is working on a goal of 10 swing bed admits per month, which would help numbers greatly. 	
<p>CEO REPORT <i>David Walker, CEO</i></p> <ul style="list-style-type: none"> ● Report was given on behalf of Craig Gibson regarding Plant Operations. The Panic system for the hospital and the clinics will be going live this week and training is in progress. A new housekeeper has been hired and they are waiting for clearance for the possibility of two new maintenance staff members. ● There are no actions items today. ● Next month is Ethics training with Attorney Shuler. The July board meeting agenda will be kept light due to training. ● David Walker will be attending the County Commissioners meeting on 7/5/23 to discuss the building project for the new hospital. ● There is now a new email address for any public records requests moving forward. This will be updated on the Website. Once the Public Records Request has been made, some are sent to Attorney Shuler for his review. ● Next month Mr. Walker will have an action item for a quote for the phone system. ● Walker attended a meeting that was held with Senator Rubio’s office last week for grant funding that might be available. Walker thanked the board for their time and efforts by being on the board. 	
<p>FOUNDATION UPDATE <i>William Zester</i></p> <ul style="list-style-type: none"> ● No updates at this time. Zester’s wife is working on additional volunteers to be on the foundation but not having much luck. Harrison suggested reaching out to fishing groups in the community. Walker asked Kristy Terry if something could be put on Facebook to share with the staff and the chamber to get the word out that we need volunteers for the foundation. 	

<p>Other Business <i>Duffie Harrison, Chair</i></p> <ul style="list-style-type: none"> No other business to discuss 	
<p>ADJOURNMENT <i>Duffie Harrison, Chair</i></p> <ul style="list-style-type: none"> The meeting was adjourned at 10:55am 	

