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| <b>Members Present:</b> | Duffie Harrison, Chair; Kristin Anderson, Vice President; Myrtis Wynn, Secretary; John Berry; Dolores Croom; Donna Butterfield; Dr. Pat Conrad, MD  |
| <b>Members Absent:</b>  | All present   |
| <b>Staff Present:</b>   | David Walker, CEO; Courtney Alford, DON; Ginny Griner, HR Director; Heather Huron, Revenue Cycle Manager; Susie Buskirk, Clinic Manager; Mary Brown, Dietary; Richard Lewis, EMS; Donna Taratoot, Laboratory; Joanna Page, Patient Access; Glenda Wilson, Purchasing; Brian Rajotte, Radiology; Robin Paulson, Administrative Assistant |
| <b>Guests Present:</b>  | Tom Ramsey, Mark Shields  |
| <b>Teams Attendees:</b> | William Zester  |

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| <p><b>CALL TO ORDER / VERIFICATION OF QUORUM</b><br/><i>Duffie Harrison, Chair</i></p> <ul style="list-style-type: none"> <li>The meeting was called to order at 9:00am. Board quorum was confirmed. Public posting was confirmed.</li> <li>November Employee of the Month- moving to next month's meeting as we will be awarding them next week.</li> <li>David Walker introduced his Management Staff to the board and recognized them for their hard work toward receiving the Quality Award given by Alliant Management over the nine hospitals they manage.</li> </ul> |  |
| <p><b>PUBLIC COMMENT</b><br/><i>Duffie Harrison, Chair</i></p> <ul style="list-style-type: none"> <li>No public comments</li> </ul>   |  |
| <p><b>APPROVAL OF MINUTES</b><br/><i>Duffie Harrison, Chair</i></p> <ul style="list-style-type: none"> <li>The 9.28.2023 minutes were presented for approval.</li> </ul>  | <p><b>ACTION</b><br/><b>A motion was made by Harrison to approve the minutes as presented; seconded by Wynn. The motion was carried unanimously.</b></p> |

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| <p><b>Quality: Medical Staff Report</b><br/><i>Patrick Conrad, MD</i></p> <ul style="list-style-type: none"> <li>• Dr. Conrad noted he is working with Vesta, the company that reads our radiology reports, to see if he can smooth up issues to help with the turnaround time for reading reports.</li> <li>• Conrad noted that traffic to the hospital is as expected for this time of year. Staffing issues continue to be an issue. Duffie noted that good things were being said on St. George Island’s social media about the hospital. Conrad noted that visitors share lots of good comments about the care they receive from Weems.</li> </ul>   |  |
| <p><b>Quality: TMH Medical Staff Report</b><br/><i>David Newton, MD</i></p> <ul style="list-style-type: none"> <li>• David Newton shared that his three-year contract with TMH (Tallahassee Memorial Hospital) was coming to an end next month, which he will not be renewing. When asked why he had made the decision to leave, he noted that the position he held did not hold the full spectrum of work that he thought would be doing when hired but was focused on Outpatient Care. Newton’s experience was with full care of patients and being able to follow their care. Newton mentioned that he also had issues with Vesta, the company that reads radiology images for Weems. Newton has chosen a position with Sacred Heart which will give him the complete scope of what he feels qualified to do. TMH is helping through the transition and his last day with TMH will be 12/22/23. He believes that TMH will be closing their part of the clinic, however the Weems clinic will still be open. His recommendation is for Weems to work toward having their own physician. Walker noted that this is a need that the hospital is aware of. Walker stated a physician would be able to push for medical innovation and connect our clinics with the hospital. Both Walker and Dr. Conrad made comments on the great work that Dr. Newton had done and that they would like to keep him here and that the door was always open if we wanted to come back. Newton mentioned that he would keep that in mind and that he is still living in Apalachicola and very much a part of the community.</li> </ul> |  |
| <p><b>Quality:</b><br/><i>Courtney Alford, DON</i></p> <ul style="list-style-type: none"> <li>• Courtney Alford shared that mammograms have begun this month at Weems. BOD Kristin Anderson was our first patient to receive a mammogram and noted that it was the best experience she’s had and highly recommends Weems as a service for mammograms. Alford noted that Weems has equipment with the newer technology and a skilled mammographer to ensure a great experience.</li> <li>• Along those lines, Alford requested the board to approve spending \$11,400.00 on additional CAD (a Computer Aided System provided by</li> </ul>   | <p><b>ACTION</b><br/><b>A motion was made by John Berry to purchase this equipment and seconded by Zester. The motion was carried unanimously.</b></p> |

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| <p>Transpara, which would enhance our images with Artificial Intelligence). Berry asked about funding and Alford will be asking Franklin Needs to see if they can fund the additional technology but if not, Weems will be asking for the funds from the Health Care Trust Fund administered by the County Commissioners.</p> <ul style="list-style-type: none"> <li>• Hospice Room renovations are complete and will be open to tour by the Weems Health Fair on 11/11/23. Duffie asked how things work for patients and Alford explained that Hospice will be monitoring the patient as they usually do, but it will provide patients with a place to stay during their last days which is close to home and family. Dr. Conrad shared that they are still being monitored and treated even though it's a terminal status.</li> <li>• Donna Butterfield asked about the Risk Management Quarterly presentation. Alford mentioned that the report would be given at the BOD November meeting for the third quarter.</li> <li>•</li> </ul>  |  |
| <p><b>Quality</b><br/><i>Richard Lewis, EMS</i></p> <ul style="list-style-type: none"> <li>• Lewis shared that he is part of a State EMS Advisory Council, which meets three times a year. He was made chairman of a subcommittee to help find a solution for the attrition rate of Paramedics for the entire State of Florida. This is a big issue for not only the State of Florida, but for the nation as well.</li> <li>• Lewis just completed an emergency responder class for individuals who would like to be a part of the Lanark Fire Dept. to get them up and running with the State. He is also assisting with the Fire Training that they need.</li> <li>• Another Emergency Response Class will be held at SGI, which includes Eastpoint and Apalachicola as well. CPR classes, both Bystander and Certified Training are continuing throughout the county. Harrison asked how to find out about these trainings and Lewis offered to hold Bystander Training for the BOD. Harrison stressed that everyone should have that training and said they would look into it with the BOD members. Lewis shared how important Bystander Training is and that statistics show that it saves lives.</li> <li>• Weems two new ambulances will be delivered in December. Harrison asked how the ambulances compare to other counties in the state and Lewis confirmed that Franklin County ambulances are top of the line and have all equipment ready to go for them, other than getting the radios in place. Dr. Conrad commended Lewis for the job his team does in coordinating the best care throughout the county.</li> </ul> |  |

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| <p>A break was taken at 10:08 and resumed at 10:15</p>  |  |
| <p><b>Finance</b><br/><b>2022-23 Fiscal Year Report</b><br/><i>Tom Ramsey, Alliant CEO</i></p> <ul style="list-style-type: none"> <li>• Alliant Financial reports were reviewed. Year over year comparisons show that we are up from where we were in 2021. Ramsey noted that these improvements have been helped by increased volume and improved processes. David Walker stated that when he began as CEO that over one million dollars were not being collected and that has been corrected.</li> <li>• Ramsey noted that agency costs are up due to more PRN staff instead of full-time employees. The work on Salary Parity that HR Director Ginny Griner has done was recognized by both Walker and Alford. Recent pay increases and converting PRN staff to full-time staff will be a great benefit to Weems.</li> <li>• Ramsey made note that the Carrabelle retail pharmacy is high on the list of upcoming priorities, but funds need to be in place first to support the costs of getting it up and running in in the county. Walker noted when the County selects a Healthcare Consultant, they should do a pro/cons analysis for the Rural Emergency Hospital (REH) designation and the current Critical Access Hospital (CAH) designation for Weems. Harrison made a comment about the REH designation noting that under this designation taking part in the 340B program is not allowed.</li> <li>• Other programs were reviewed, including the Chronic Care Management Program which will be going live next week at Weems.</li> </ul> <p><b>Audit Findings Update</b></p> <ul style="list-style-type: none"> <li>• Questions were asked by Berry about why issues continue to be on the audit findings from one year to the next. Ramsey explained that he’s been working through all the issues that have happened here at Weems over the past few years and it’s taking time to work through these issues. Ramsey noted the numbers are the cleanest they have been to date at Weems, and he feels good as we go into the Financial Audits in December. The process of selecting an auditing company was discussed, along with the possibility of forming a Sub-Finance Committee. Duffie stated to add this to the November BOD meeting agenda where it could be reviewed further.</li> </ul> |  |
| <p><b>CEO Report</b><br/><i>David Walker, CEO</i></p> <ul style="list-style-type: none"> <li>• Walker gave a report on the Rural Hospital Capital Improvement Funding Grant- Weems put in a request for four exterior doors (\$9,800), a phone system upgrade (\$44,759), an oxygen system replacement (\$682,026) and a new CT machine (\$400,00).</li> </ul>  |  |

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| <ul style="list-style-type: none"> <li>• The Press Ganey Employee Engagement Survey is completed and being reviewed by the leadership team to develop an action plan</li> <li>• Plant Operations Manager Craig Gibson is working on the East Carrabelle Clinic road sign and will have an update when he is back next month.</li> <li>• The Weems Health Fair is coming up on 11/11/23. Logistics were passed out and the list of vendors that will attend.</li> </ul>  |  |
| <p><b>Weems Governing Board Bylaws</b><br/><i>John Berry, DOB</i></p> <ul style="list-style-type: none"> <li>• Berry noted that there are errors that need to be corrected with the Bylaws; he provided his notes where updates are needed. This will be reviewed, and corrections made with strike-through comments so the BOD members and the County Commissioners can see the changes needed and approve of those changes moving forward. Berry also noted that there is a need to review what a true quorum is and be sure we have that correct as well.</li> </ul> |  |
| <p><b>Foundation Update</b><br/><i>William Zester</i></p> <ul style="list-style-type: none"> <li>• Foundation has introduced RE Grant writer and Philips AED to Mr. Walker for discussions.</li> <li>• The Parrot Head group is helping at the Health Fair with games for children attending and sharing information on social media.</li> <li>• There's a plan in place for a 2024 calendar and it will be available to review for the December meeting.</li> </ul>  |  |
| <ul style="list-style-type: none"> <li>• The meeting adjourned at 11:40am.</li> </ul>   |  |

