

Members Present:	Duffie Harrison, Chair; Bill Zester, Vice President; Myrtis Wynn, Secretary; Kristin Anderson; John Berry; Dolores Croom; Dr. Pat Conrad, MD;
Members Absent:	
Staff Present:	David Walker, CEO; Courtney Alford, DON; Richard Lewis, EMS; Randal Waltman, EMS; Craig Gibson, Plant Ops; Robin Paulson, Administrative Assistant
Guests Present:	Tom Ramsey, Michael Kozar Bert Boldt
Teams Attendees:	Paula Moore, Ginny Griner

<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>PUBLIC COMMENT <i>Duffie Harrison, Chair</i></p> <ul style="list-style-type: none"> No public comments 	
<p>APPROVAL OF MINUTES <i>Duffie Harrison, Chair</i></p> <ul style="list-style-type: none"> The 11/30/2023 minutes were presented for approval. 	<p>ACTION A motion was made by Croom to approve the minutes as presented; seconded by Wynn. The motion was carried unanimously.</p>
<p>January Weems Employee of the Month <i>David Walker, CEO</i></p> <ul style="list-style-type: none"> January Employee of the Month Michelle Shuler, RN was announced to the BOD. She was recognized for exemplary performance working in the ER at Weems. She works efficiently and is kind and does everything in her power to make the patient and family members comfortable. 	

<p>Quality: Medical Staff Report <i>Dr. Pat Conrad, MD</i></p> <ul style="list-style-type: none"> • Dr. Conrad confirmed that Michelle Shuler is a Five-Star RN. • Conrad shared that Dr. Sanaullah, MD, is leaving the community of Apalachicola. Conrad shared that we are all saddened by this loss as he's been a great resource for the community. Harrison stated that Sanaullah will be a big loss for the community, however we have people coming over from his office which adds more patients to the clinics as well as employees coming over, too. • Conrad noted that we lost Newton and Conrad is assisting until we get someone in place as the MD at the clinics. The Emergency Department is doing fine but noted that there is still a need for more nurses. As we have more nurses, we will be able to have more patients admitted into the hospital. 	
<p>Quality: <i>Courtney Alford, DON</i></p> <ul style="list-style-type: none"> • Courtney Alford shared that Weems had its first Hospice Patient this month. The family was very grateful for Weems and even asked one of the RNs to speak at the funeral. Alford is continuing to work with Big Bend for more updates to the room. Walker stated that with the Hospice Room, we played a pivotable role with the patient that was here. We are working to increase this service because it's a big impact on the community. • The Swing Bed Coordinator has been hired. Dan Paulson, current RN will be using two-thirds of his time in this new role but still helping as an RN in the Med/Surge dept until more nurses are hired. HE will be a big asset. • More education is coming for nurses (BLS, ACLS and PALS training). Quarterly training is offered to all Weems staff. • Mammography update: Franklin Needs is partnering to host a Ribbon Cutting with the Apalachicola Chamber of Commerce for the Weems Mammography service. We will also have an Open House for the Mammography program. Franklin Needs will be offering a promotion for the month of February for those who set up appointments. Zester asked if we had the tech support needed for the program and Alford confirmed that we have our primary mammographer and are in the process of training another Mammo Tech who will be certified soon. 	
<p>Quality: East/West Clinics Report <i>David Walker, CEO</i></p> <ul style="list-style-type: none"> • Susie Buskirk, Clinic Manager, is working at the front desk and was unavailable to give a report. Walker shared that we're getting a lot of new patients due to Dr. Sanaullah's departure. Buskirk is bumping up her staff to be ready. Conrad was approved to be a provider by Capital Health Plan. 	

<p>Quality: EMS <i>Richard Lewis, EMS Director</i></p> <ul style="list-style-type: none"> As Lewis exits Weems as the EMS Director, he introduced his replacement, Randal Waltman. Waltman has been in EMS for 15 years and at Weems since 2015. HE moved up and was instrumental in bringing the EMS to what it is today. Lewis feels he's the best choice to take over this role. Lewis thanked the board, Walker, and Alliant for all they've done to improve the EMS Service. Lewis has been the director since 2019. There were issues during Hurricane Michael and Lewis stepped in and made our EMS what it is today. <p><i>Randal Waltman, EMS</i></p> <ul style="list-style-type: none"> Waltman stated he has big shoes to fill, and that Lewis taught him a wealth of knowledge. He will continue to keep going on what Lewis has built for EMS and keep improving the service for Franklin County. He plans to lead by example and keep pushing forward. Waltman shared that he grew up in Wakulla Co. and Franklin Co. is near and dear to him. Harrison stated that it was great to have home-grown talent. Lewis will be introducing Waltman to the Board of County Commissioners before he exits the position. 	
<p>People/Service <i>Craig Gibson, Plant Operations</i></p> <ul style="list-style-type: none"> Grant money is being used to replace the four exterior metal doors of Weems. Kozar and Walker added that they had a call with the FHA regarding the grant, which is being considered to become a yearly recurring offer by the state to rural access hospitals. Walker asked that all solicit our state elected officials to help with making these funds recurring year after year. Harrison made a motion that the BOD write a letter to our representative thanking them for this grant. This motion was seconded by Wynn and carried unanimously. Gibson continued that another grant is out there to replace windows and the Weems current generator. Quotes are currently gathered five years out for items that will be needed. 	<p>ACTION A motion was made by Harrison to write a Grant thank you letter; seconded by Wynn. The motion was carried unanimously.</p>
<p>People/Service: Plant Operations <i>Paula Moore, Alliant Management</i></p> <ul style="list-style-type: none"> Moore shared a presentation on the Press Ganey Survey that was given to staff in July of 2023. Different graphs and the results of the survey were discussed. One of the big items was the rate of pay, which was addressed during the Salary Parity implementation for staff in October. Zester asked if the staff was confident that it was a anonymous survey? Moore confirmed that it was anonymous, with all results going directly to Press Ganey. Berry noted that Weems needs to stay competitive with rates of pay. 	

<p>A break was taken at 10:05am and resumed at 10:15am.</p>	
<p>Finance: CFO Report <i>Tom Ramsey, Alliant CFO</i></p> <ul style="list-style-type: none"> Alliant Financial reports were reviewed for the months of November and December. Ramsey noted that the cash balance grew from 1.4 to 2 million dollars but a large component of that was from the cash dollars of the grant being received. However, even taking the \$400,000 away from the balance we still had a good month in December. Patient cash funds were good and good collections from insurance companies. The Income statement shows \$1.2million for gross revenues for the month of December. More money is coming in from both in and out-patients and volume is up from prior years. Under Expenses, salaries are up. There have been several increases in wages for the staff as more staff is needed to take care of the increase of patients coming into the hospital. Walker added that additional training for the staff increases wages as well. Dashboard numbers were discussed, and patient cash collections was almost \$1.1million dollars which is due to Swing Bed patient growth. Ramsey noted that once we have consistent days of cash on hand, we can begin looking at the Retail Pharmacy in Carrabelle. Harrison asked about the Chronic Care Program. Ramsey stated that we currently have 40 patients enrolled in the program since November 2023. 	
<p>CEO Report <i>David Walker, CEO</i></p> <ul style="list-style-type: none"> Walker shared that Mary Mayhew, President of FHA (Florida Hospital Association) will be speaking at the BOCC on 2/6/2024 to discuss state and national issues facing all Rural Access Hospitals. He encouraged all to listen and attend if possible. Walker attended Hospital Days at the Capitol in January, where there was much discussion on the recurring grant funding and discussed moving Rural Emergency Hospital Licensure. Walker noted that Ginny Walker's last day as a full-time employee was 1/19/2024. She is transitioning to Calhoon Liberty Hospital, and he is assigning HR duties to existing staff. Robin Paulson will be handling onboarding, Samantha Henry will continue with Payroll and Heather Huron will take on Medical Credentialing. Decision HR, our current PEO (Professional Employment Organization), will be continuing with other services as well. Walker noted that Donna Butterfield, the appointee by Commissioner Jones to the Weems Board of Directors has resigned. Walker met with new county commissioner Anthony Croom, who replaced Commissioner Noah Lockley. Walker noted that a lot of things were 	

<ul style="list-style-type: none"> • going to make Weems better and he acknowledged the board members for volunteering their time and for all they do for the hospital. • The hospital will be celebrating the 65 Anniversary this year. Walker shared three different logo options to use with marketing this event to the board for review. • The Public Records Request log for 2023 was shared and reviewed by the Board. 	
<p>Weems Governing Board By-Laws <i>John Berry</i></p> <ul style="list-style-type: none"> • Adjustments made by John Berry to the by-laws were shared for review. Changes were reviewed for the regarding the authority for real estate or capital improvement purchases. Points were discussed about “telephone” attendance of board meetings counting toward the quorum. It was noted that we are an authoritative board with limitations and more questions were raised about exactly what type of board of directors we are at Weems- It was decided that Harrison would meet to review the by-laws and these questions with Michael Moron and afterward, the by-laws will be forwarded to Attorney Shuler for his review. 	
<p>Foundation Update <i>William Zester</i></p> <ul style="list-style-type: none"> • Zester asked for key dates on the Weems marketing calendar so the foundation can piggyback on marketing efforts. Zester noted that the 65th anniversary is the sapphire anniversary and maybe that can be worked in to any celebrations. The Foundation is looking into a black-tie gala event to celebrate the Anniversary. Harrison noted it might be fun to dress up in attire as they did back in 1959 and all agreed this would be fun. <p>Foundation will be meeting to discuss the past Health Fair as they look to plans for 2024.</p>	
<p>Other Business <i>Duffie Harrison, Chair</i></p> <ul style="list-style-type: none"> • Zester brought up the topic of a Weems Staff Survey but noted it might be a moot point since the Press Ganey Survey was less than a year ago. It was discussed to consider holding staff surveys once per year so we can continue to work to make the organization the best it can be. 	
<p>Adjournment <i>Duffie Harrison, Chair</i> Meeting was adjourned at 12:12pm.</p>	



GOVERNING BOARD OF DIRECTORS
January 25, 2024



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