



## GOVERNING BOARD MINUTES February 26, 2026

- Members' Present** Duffie Harrison, Chairman; William Zester, Vice-Chair; Myrtice Wynn, Secretary; Delores Croom; John Berry
- Members Absent** Kristen Willis; Dr. Patrick Conrad
- Staff Present** David Walker, CEO; Courtney Alford, Director of Nurses; Melanie Shiver, HR Coordinator; James O'Steen, EMS Director; Susie Buskirk, Clinic Practice Manager; Heather Dugger, Revenue Cycle Manager, David Bowling, Interim CFO
- Guests Present** Steve Kirchenbaum, Apalachicola Airport Manager
- Teams Attendees** Michael Kozar, Alliant Management Services; Jason Bonner, Alliant Management Services

### Call to Order / Verification of Quorum

*Duffie Harrison, Chairman*

- The meeting was called to order at 9:00am. A Quorum was confirmed.

### Public Comment

- There was no public comment.

### Approval of Minutes

*Duffie Harrison, Chairman*

- January 29, 2026, minutes were presented for approval.

### ACTION

Wynn made a motion to approve the minutes as presented. Croom seconded the motion and the motion was carried unanimously.



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### February 26, 2026

#### Employee of the Month

*David Walker, CEO*

- March Employee of the month was introduced as Kim Westbrook. Kim is a medical assistant at Weems East Clinic in Carrabelle. She came to Weems 2 years ago from Dr. Sanallah's office. She is very knowledgeable and is kind and courteous to the staff and patients.

#### Customer Care

*Duffie Harrison, Chairman*

- Mr. Harrison continues to ensure that Weems staff are striving to give the best customer service to their patients.
- The Board discussed customer service initiatives, including implementation of the "3Bs" (Be Kind, Be Courteous and Be Compassionate) across all hospital services.
- The clinics will soon be offering coffee to our patients as part of our pledge to provide good customer service.

#### Apalachicola Airport Update

*Steve Kirshenbaum, Airport Manager*

- Mr. Kirshenbaum presented an update on efforts to establish an air ambulance service at the local airport.

#### Clinical Services Report

*Courtney Alford, DON*

- Courtney reported an increase in patient volume. Admissions and Swing Bed admission days for the month of February have increased.

#### EMS Report

*James O'Steen, EMS Director*

- EMS director application process will end soon.
- EMS is currently fully staffed.
- EMS is ahead of last year's numbers in terms of transport and refusals.



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#### **RHC Update**

*Susie Buskirk, Clinic Manager*

- Dr. Dixon, an OB/GYN from Tallahassee has returned to Weems East Clinic for a limited number of days.
- Weems East is losing a nurse in our Weems West Clinic. We will be looking for a replacement as soon as possible.

#### **Plant Operations Report**

*Craig Gibson, Plant Operations Manager*

- Craig was unable to attend the meeting.
- A Plant Operations report was given to board members. Two proposals for ADA compliant bathrooms were included in the report. These improvements are part of a grant.

#### **Break**

#### **Weems Foundation Report**

*Colleen Zester*

- Colleen is working with the two clinics to support the clinics with new hospital beds in partnership with the hospital.
- New art is being installed in patients' rooms at Weems Hospital.
- The Foundation is continuing the donor drive to bring other enhancements to the hospital.
- The annual Gala is set to take place on November 14, 2026.

#### **CFO Report**

*David Bowling, CFO, Alliant Management*

The following financial statements for the month ending January 31, 2026, were presented for review:

- Income Statement & Balance Sheet
- Operating Statistics



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- Comparative Consolidated Monthly Income Statements
- EMS Monthly Gross Margin
- Consolidated Balance Sheet Accounts
- Bryan Hall with Carr, Riggs and Ingram will present the annual audit to the Hospital Board on the March 26<sup>th</sup> and to the County Commission on April 15<sup>th</sup>.

#### **Finance Committee Report**

*William Zester, Finance Committee Chairman*

- The finance committee met twice in January. All invoices were reviewed for payment. There were no issues to report.

#### **CEO Report**

*David Walker, CEO*

- Mr. Walker and Mr. Harrison will be giving a compassionate customer care presentation at the Alliant Annual Governance Retreat this weekend.
- Weems first draft Annual Report booklet was presented to the Board. The report includes Weems accomplishments in 2025. It also includes the Weems Foundation's accomplishments. The booklet gives Weems the ability to showcase these accomplishments to the community. The Board made some suggestions to be added to the annual report.
- Florida Department of Health is establishing a Pharmacy Residency Program and will meet with Mr. Walker next month to discuss it.
- Mr. Walker is working with the Florida Department of Health Office of Rural Health to acquire funding to complete a charge master review.

#### **New Business**

*Duffie Harrison, Chairman*

- Input for the CEO annual evaluation has not been completed by all board members. All board members were asked to complete the evaluation form before the next board meeting.
- Alliant will use input from the Board Members as part of the Annual CEO Evaluation.



## **GOVERNING BOARD MINUTES February 26, 2026**

### **Adjournment**

- The Regular Session was adjourned at 11:34 a.m.