

HOSPITAL AUTHORITY MEETING
20 AUGUST 2012

Called to order: 6:30 PM

Adjourned: 7:47 PM

PRESENT:

JT Gregory, Chairman
David Malm, Vice Chairman
Glenda Ridley, Secretary/Treasurer
Judy Fain
George Jordan
Barry Sanders
Tony Franklin

ABSENT:

OTHERS PRESENT:

Darrell Oglesby, Administrator
Anita Culberson, Compliance Officer
Billy Webster, County Commissioner

Brenda Jarrett, Chief Financial Officer
Pam Douglas, Chief Nursing Officer

CHIEF OF STAFF REPORT:

There was no Chief of Staff report; however, Ms. Douglas reported that a called medical staff meeting took place where it was decided that Dr. Richardson would be named Chief of Staff for the remainder of the 2012 calendar year and through the Joint Commission survey in 2013.

COMPLIANCE REPORT:

Ms. Culberson reported on recent physician billing activities, including managed care credentialing status updates, reporting procedures, and projected revenue from recent claims billed.

MINUTES:

Minutes of the 16 July 2012 meeting were presented with a motion made for approval by Ms. Fain and seconded by Mr. Sanders. Motion approved.

OLD BUSINESS:

Laboratory

The courier service was discussed in detail after being tabled at the prior meeting. It was decided that requests for two additional positions be consolidated with the courier service forming one full-time position. This position will consist of performing courier runs to and

from physician offices, while also assisting in the daily operational functions of the accounting department and serving as a backup to central supply on an as needed basis.

Dr. Ross

Dr. Ross is a part-time Hospitalist that plans to become full-time with the hospital as soon as a contract is finalized and a sign on bonus is determined. Per Mr. Malm's request, Mr. Oglesby will contact other facilities who employ Hospitalists to determine an average sign on bonus amount. A final decision concerning the sign on bonus will be determined via a called meeting the week of August 27th.

Business Office Changes

Ms. Jarrett reported that the Patient Financial Services Director resigned effective July 31, 2012. Ms. Culberson has assumed the role of interim Revenue Cycle Director at this time.

NEW BUSINESS:

Physicians Office

Mr. Oglesby updated the Authority regarding the physician office.

Strategic Plan

A proposal from The Strategy House Healthcare Advisors was reviewed and determined that the price was more than the hospital wanted to spend to facilitate a strategic planning session. Cindy DuPree of Draffin & Tucker has offered to come and present at our strategic planning session at no cost to the hospital. A motion was made by Ms. Ridley to engage Draffin & Tucker to facilitate the strategic planning session and seconded by Ms. Fain. Motion approved.

Business After Hours

Mr. Oglesby stated that the hospital was co-sponsors with Farmers & Merchants Bank for the recent Chamber's Business After Hours event. Mr. Oglesby reported a good turnout for the event and was pleased with the number of physicians participating and available to meet local community members.

Golf Tournament Update

The annual PGH Foundation Golf Tournament will be held on Monday, 24 September 2012 at Harbor Club. A fundraiser to benefit the golf tournament will be held at the Silver Moon on Monday, 10 September 2012.

County Budget Update

Mr. Webster stated that the county budget would be voted on in September and that there would be cuts made across the budget. Mr. Webster indicated that though he was uncertain of the final outcome that the hospital could expect approximately \$25,000 less than received in last year's budget and expects the hospital to receive in the \$500,000 to \$525,000 range.

Community Disaster Drill

Ms. Douglas gave a brief overview of the planned community disaster drill that took place on 18 August 2012 in which the scenario was that a tornado hit the outpatient wing of the hospital. Emergency Medical Services, Putnam County Sheriff's department and other local organizations participated. Overall, the drill went well and was a success.

Cardiology Group

Ms. Douglas gave a brief overview of the recent visits with Dr. Kronos, Dr. Levine and Dr. Chapman. Ms. Douglas indicated their interest in building their cardiology practice in Putnam County and utilizing our facilities. PGH has contracted with their office to provide lab work and looks forward to continuing to build the relationship. Ms. Douglas also indicated that we are looking into obtaining Chest Pain Center accreditation. There will be more to follow.

PERFORMANCE IMPROVEMENT COMMITTEE:

Ms. Ridley briefly discussed performance improvement activities at the hospital.

COMMITTEE MINUTES:

There were no comments regarding committee minutes.

FINANCIAL REPORT:

Ms. Jarrett presented the preliminary FY2013 operating budget, capital budget, minor equipment budget, financial report and summary to the Authority. The final budget will be voted on at the meeting scheduled for 17 September 2012.

WRITE OFFS:

Ms. Jarrett presented the total bad debt write-off with a motion made for approval by Mr. Jordan and seconded by Mr. Franklin. Motion approved.

ADJOURNED

Without any further business to discuss, a motion was made to adjourn by Ms. Ridley and seconded by Ms. Fain. Motion carried.

Respectfully submitted,

Glenda Ridley, Secretary-Treasurer