



GOVERNING BOARD MINUTES

July 25, 2024

Members Present Duffie Harrison, Chair; Kristin Andersen, Vice-Chair; Myrtis Wynn, Secretary; William Zester; Dolores Croom; John Berry; Patrick Conrad, MD

Members Absent

Staff Present David Walker, CEO; Courtney Alford, DON; Susie Buskirk, Practice Manager; David Bowling, CFO, Alliant Management; Heather Huron, Revenue Cycle Manager

Guests Present

Teams Attendees Patrick Conrad, MD

Call to Order / Verification of Quorum

Duffie Harrison

- The meeting was called to order at 9:00am. Quorum was confirmed by Harrison.
- Walker announced that EMS and Plant Operations would not be presenting.

Public Comment

Duffie Harrison

- There were no public comments.

Approval of Minutes

Duffie Harrison

- The June 27, 2024 minutes were presented for review and approval.

Employee of the Month

David Walker

- Walker announced the August Employee of the Month, Yolanda Harvey.

ACTION

A motion to approve the June 2024 minutes was made by Zester; seconded by Wynn. The motion was carried unanimously.



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Medical Staff Report

Patrick Conrad, MD

- Conrad gave kudos to the ER and EMS staff. The month of June saw increased volume, as well as several high acuity cases.

Clinical Services Report

Courtney Alford, RN

- The swing bed program continues to grow under the promotion of Dan Paulson.
- The next ALS, BLS, and PALS classes will be held for employees in August.
- Additional RNs are being sought for night shift coverage. Additional RNs will allow in-patient volume to increase.

RHC Report

Susie Buskirk

- The clinics continue to see an increase in new patients. This is a combination of visitors, as well as patients transferring from Dr. Sanallah and Dr. Nitsios' office closure.
- Flu shots will be here in September and will be available to the public as soon as they are in.
- Two providers are out on vacation. APRN Pache is covering both facilities during this time.
- Buskirk is working with Athena to implement self-check-in for patients.
- 3r Net is a platform that is being used for physician recruitment. Four physicians have been interviewed to date.
- Installation of the new phone system is pending availability of Consolidated Communications.



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CFO Report

David Bowling

June 2024 Income Statement, Balance Sheet, and Cash Collections were reviewed in detail.

- Bowling indicated a significant increase in swing bed volume.
- Chronic Care Management program has contributed to 49% increase in clinic volume. Buskirk spoke to out of state insurances and the limitations driven by individual and marketplace policies.
- A detailed discussion was held regarding the revenue cycle process and the parties involved. Berry requested clarification of time spent by each group involved. Separation of duties, as recommended by the auditors, was discussed.
- Services, profitability, and community support were discussed.

Break

A break was taken from 10:16am to 10:25am

Alliant Report

David Bowling

- Alliant is seeking to fill a clinical position and is preparing to make an offer.
- Harrison recommended a 3 to 4 year summary lookback to show the use of sales tax funds: salary increases, new equipment, service line additions, etc.

CEO Report

David Walker

EMS

- Walker discussed the Board of County Commissioner's desire to use the health care trust fund for EMS versus the current use of ad valorem taxes. To accomplish this, the cities of Carrabelle and Apalachicola must agree to this change. Walker has met with both mayors. Berry requested clarification on dates of the sales tax referendum and both interlocal agreements as well as the language. Berry



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believes there may be a legal contention because the interlocal agreements were drafted prior to the citizens voting on the sales tax referendum.

Bylaws

- The recently amended Bylaws were provided to all.

Audit Risk Assessment update

- IT will give an update in Executive session at the August meeting.
- Harrison recommended all IT discussion be held in Executive session.

Budget

- The FY25 hospital budget will be presented to the County this afternoon.

Foundation Update

William Zester

- The Foundation's 65-year gala will be held 11/9/24.
 - A full table of 8 costs \$800. Early bird discount is \$750 for full table. The employee discount is \$700 for a full table.
 - The Foundation would like to create a heritage recipe book consisting of local recipes to be provided at the event.
 - Social media advertisement is live. Oyster radio spots have been purchased to advertise the gala.
- The July 3rd Celebration event was a success. The lemonade and commemorative cups sold out.
- Zester asked for Facebook likes on the Weems Memorial Foundation page.

Adjournment

Duffie Harrison

- The regular meeting was adjourned at 10:49am.



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Executive Session

Duffie Harrison

- Executive session was entered at 10:56am.

Risk Management

- Alford presented the 2nd Quarter 2024 Risk Management and Regulatory Board Summary Report.