


BOARD OF TRUSTEES MEETING MINUTES RECORD

DATE:	LOCATION:	START	ADJOURN
June 6, 2016	Hood Building Southport, NC	5:00 pm	6:50 pm
MEMBERS PRESENT: Sherri Marshall, Chair Karen Taylor, Vice Chair Joe Agovino, Secretary Jim White Dr. Robert Zukoski Melissa Hinnant Dr. Scott Starks		NON MEMBERS PRESENT: Tom Siemers, CEO Dan Porter, CFO Carol Northup, RN, CNO, COO Lynda Stanley, President, Foundation Lesa Anderson, RN Lori Smith, Clerk of the Board Terry Pope, State Port Pilot	
Special Guests: None			

	AGENDA ITEM	DISCUSSION/CONCLUSIONS	ACTION
1.	Call To Order	Sherri Marshall called the meeting to order at 5:00pm.	
2.	Roll Call	Joe Agovino Called Roll Roll Reflected Above. A quorum was present.	
3.	Approval of Minutes	Minutes to be Approved: May 2, 2016 – Regular May 2, 2016 – Special Called	MOTION: To accept the minutes of May 2, 2016 Regular Meeting Motioned By: Jim White Seconded: Karen Taylor All Present in Favor The Motion Carried MOTION: To accept the minutes of May 2, 2016 Special Called Motioned By: Jim White Seconded: Scott Starks, MD All Present in Favor The Motion Carried

4.	Special Presentation	<ul style="list-style-type: none"> None 	
5.	Management Reports	<p><u>Foundation Report –Lynda Stanley</u></p> <ul style="list-style-type: none"> Joyce John and Randy Jones were presented for nomination to the Foundation Board. It was noted that the Foundation Board should have 21-22 members. The future cultivation events are: June 7 June 8, 2016 June 16 June 22 June 23 A meeting was held in collaboration with the County Health Dept, New Hope Clinic and Wilmington YMCA on applying for a grant from the Dike Foundation to support diabetes programs. It was a requirement that the community be engaged in the program for the grant application. 	<p>MOTION: To accept the nominations of Randy Jones and Joyce John Motioned By: Jim White Seconded By: Karen Taylor All Present in Favor The Motion Carried</p>
		<p><u>CEO Report - Tom Siemers</u></p> <ul style="list-style-type: none"> Group discussed the value and importance of the Legislative Day hosted by the NCHA. Board members had opportunities to meet with Senator Rabon and Representative Iler, Speaker of the House and President Pro-Tem of the Senate. Topics were based on community hospitals and the effect of legislative actions. 	
		<p><u>CFO Report – Dan Porter</u> <u>Financial Report</u> The financial reports were included in the meeting packet.</p> <p>Days Cash on Hand: 83.2 Days Revenue in A/R: 87.3</p> <ul style="list-style-type: none"> ➤ There were 2 swing bed admissions in April. ➤ The payor mix in April was favorable. All other indicators hit or surpassed budget except for medical admissions. ➤ Revenue was up 1% in IP and up 19% in OP. <p>Operations YTD <\$520K> Total YTD \$578K May is trending at \$10.4M gross revenue.</p>	

		<p><u>Resolution for the Sale of Burrington Ave.</u></p> <ul style="list-style-type: none"> • The property was divided into 2 parcels due to the plats cut by roadway. • There were two offers on the property and the best offer at present is at \$49,900. A Resolution Authorizing the Sale of Surplus Real Property was presented which included the upset bid process be satisfied. • It was noted that the adjacent property had some interest and was priced about \$45,000. 	<p>MOTION to accept the Resolution Authorizing the Sale of Surplus Real Property. Motioned By Jim White Seconded By: Karen Taylor All in Favor The Motion Carried</p>
		<p><u>IOP and Nursing Report – Carol Northup, RN</u></p> <p><u>Report on Quality – Lesa Anderson, RN, Quality and Risk Management</u></p> <ul style="list-style-type: none"> • Medicare has new Quality Star Rating which can be accessed by the public • Comparisons were shown of area hospitals and Doshers' position. • Doshers is 4 Star on a rating scale of 1-5. • The data is based on the patients' perceptions as reported. • Doshers had the lowest "Left Without Being Seen" rating at .55% as compared with NHRMC, Brunswick, Columbus and Scotland. • In the CMS readmission rate, Doshers ranked 2nd among the NC critical access hospitals. • The Doshers Wound Care Center ranked 2nd most rapid growth by Healogics. It was noted Doshers was second to Duke by a slight margin. <p><u>Diagnostic Imaging</u></p> <ul style="list-style-type: none"> • The new 3D mammography equipment is in place and just waiting for software and training at Delaney. It should be in 3D operation by mid-summer. • Providers will be supplied information on the protocols and process for patients. <p>It was noted that this imaging will increase detection of invasive cancer by 41% while decreasing callbacks.</p>	

6.	CLOSED SESSION	MOTION: In accordance with N.C. General Statute 143-318.11(a) (1) to discuss (a) confidential credentialing and peer review information protected under N.C. General Statute 131 E-97.2 (b) confidential healthcare contracts protected under N.C. General Statute 131 E-99 and (c) confidential competitive healthcare information protected under N.C. General Statute 131 E-97.3.	MOTION: To move to closed session in accordance with the indicated statutes. Motioned By: Jim White Seconded: Melissa Hinnant All Present in Favor The Motion Carried
7.	OPEN SESSION ADDITIONAL BUSINESS	The Trustees returned to Open Session <u>Credentialing Addendum</u> The Credentialing Addendum was approved as presented.	MOTION: To accept the Credentialing presented as indicated on the Credentialing Addendum. Motioned by: Joe Agovino Seconded by : Jim White All Present In Favor The Motion Carried
8.	ADJOURN	The meeting was adjourned at 6:50 pm	MOTION: To Adjourn the Board of Trustees Motioned By: Jim White Seconded By: Melissa Hinnant All Present in Favor. The Motion Carried
	Board Minutes Accepted	 Sherri Marshall, Chair	

J. ARTHUR DOSHER MEMORIAL HOSPITAL
STATISTICS
April-16

		(A)	(B)	(C)	(D)	(E)	(F)	
		Month	Month	Prior Month	FYTD	FYTD	Prior FYTD	
		Actual	Budget	Actual	Actual	Budget	Actual	
1	Medical Admissions	42	54	36	315	372	371	1
2	Swing Bed Admissions	2	-	6	18	-	-	2
3	Surgical Admissions	26	26	26	193	184	138	3
4	Total Admissions	70	80	68	526	556	509	4
5								5
6	Census Days	196	248	169	1,438	1,730	1,535	6
7	Swing Bed Census Days	8	-	56	157	-	-	7
8	Total Census Days (Includes Swing Bed)	204	248	225	1,595	1,730	1,535	8
9	Average Daily Census (Includes Swing Bed)	6.8	8.3	7.3	7.5	8.1	7.2	9
10	Average Daily Census (Excludes Swing Bed)	6.5	8.3	5.5	6.8	8.1	7.2	10
11	Average Length of Stay (Excludes Swing Bed)	2.9	3.1	2.9	2.8	3.1	3.1	11
12	Observation Patients	49	45	70	395	318	292	12
13	Discharges	1,560	1,084	1,844	11,206	7,694	8,070	13
14	Hours							14
15	Operating Room Procedures:							15
16	Inpatient	26	31	35	252	191	183	15
17	Outpatient	148	112	128	863	680	632	16
18	Endoscopy Procedures:							17
19	Inpatient	5	9	10	39	59	30	18
20	Outpatient	58	70	72	410	492	321	19
21	Laboratory:							20
22	Inpatient	891	1,364	843	6,860	9,516	7,528	21
23	Outpatient	11,253	9,175	11,599	69,189	64,002	60,386	22
24	Diagnostic Imaging:							23
25	Inpatient	104	114	101	700	795	697	24
26	Outpatient	2,461	2,214	2,649	16,459	15,440	15,831	25
27	Cardiopulmonary:							26
28	Inpatient	148	261	195	1,387	1,822	2,112	27
29	Outpatient	242	226	300	1,555	1,607	1,506	28
30	Sleep Studies	23		20	158		166	29
31	EKG, Stress Test,							30
32	& Holter Monitor							31
33	Procedures:							32
34	Inpatient	19	22	15	147	157	178	33
35	Outpatient	301	316	301	2,041	2,241	2,067	34
36	Physical Therapy:							35
37	Visits	648	666	775	4,639	4,641	4,912	36
38	Treatments	1,320	1,706	1,719	11,069	11,892	12,429	37
39	Cardiac Rehab:							38
40	Visits	489	412	547	2,722	2,922	2,678	39
41	Diabetic Program:							40
42	Visits	13	11	34	137	81	74	41
43	Wound Care Program:							42
44	New Patient Registrations	20	14	16	113	97	76	43
45	Visits	168	132	144	966	936	626	44
46	Meals Served:							45
47	Patients	4,354	4,500	4,901	33,106	32,652	29,511	46
48	Others	2,729	3,087	2,899	19,809	20,909	20,909	47
49	Emergency Room:							48
50	Visits	1,048	1,065	1,104	7,209	7,430	7,457	49
51	Admitted	48	54	38	337	376	378	50
52	Transfers	38	27	33	215	189	170	51
53	Total Outpatient Visits (EXCL ER)	4,749	3,940	5,000	30,243	28,009	27,102	52
54	Nursing Center:							53
55	Admissions	8	7	7	59	51	56	54
56	Census Days	1,070	1,207	1,178	8,127	8,835	8,075	55
57	Average Daily Census	35.7	42.1	38.0	38.2	41.5	38.1	56
58	Clinic Visits:							57
59	Dosher Medical 9th Street	273	254	264	1,723	1,826	1,903	58
60	Dosher Medical Howe Street	349	311	353	2,347	2,238	2,244	59
61	Dosher Medical Smithville Crossing	301	273	280	2,120	1,966	2,009	60
62	Dosher Medical Long Beach Rd	354	150	343	1,990	1,211	1,443	61
63	Dosher Medical Oak Island	432	360	359	2,263	2,590	2,627	62
64	Dosher Medical Bolivia	188	181	253	1,390	1,300	1,316	63
65	Dosher Medical Holden Beach	192	164	213	1,228	1,178	1,157	64
66	Dosher Medical Calabash	-	-	-	-	-	2,509	65
67	Dosher Medical Women's Health	198	150	237	1,362	1,078	1,080	66
68	Dosher Medical Vaughan's Clinic	238	310	275	1,425	2,230	316	67
69	Dosher Medical Surgical Clinic	95	72	103	669	519	101	68
70	Dosher Medical Baldhead	-	-	-	-	-	-	69
71	Total Clinic Visits	2,620	2,225	2,680	16,517	16,136	16,705	70
72	New Patient Clinic Visits:							71
73	Dosher Medical 9th Street	33		51	169			72
74	Dosher Medical Howe Street	19		24	273			73
75	Dosher Medical Smithville Crossing	11		11	90			74
76	Dosher Medical Long Beach Rd	203		209	1131			75
77	Dosher Medical Oak Island	46		27	181			76
78	Dosher Medical Bolivia	5		16	68			77
79	Dosher Medical Holden Beach	18		13	59			78
80	Dosher Medical Calabash	0		0	0			79
81	Dosher Medical Women's Health	7		14	77			80
82	Dosher Medical Vaughan's Clinic	50		58	260			81
83	Dosher Medical Surgical Clinic	10		21	159			82
84	Dosher Medical Baldhead	0		0	0			83
85	Total Clinic Visits	404		444	2467			84
86								85

J. ARTHUR DOSHER MEMORIAL HOSPITAL
OPERATING STATEMENT
Seven Months Ending April 30, 2016

	(A)	(B)	(C)	(D)	(E)	(F)	
	Current Month			Year-to-Date			
	Actual	Budget	Prior Year	Actual	Budget	Prior Year	
REVENUE:							
1 Inpatient Revenue	\$ 1,398,157	\$ 1,382,912	\$ 1,313,056	\$ 10,906,144	\$ 9,401,145	\$ 8,799,754	1
2 Outpatient Revenue	8,278,412	6,944,832	7,196,027	53,479,150	49,308,307	44,986,030	2
3 Nursing Center Revenue	284,870	298,308	270,703	2,240,345	2,165,339	1,969,357	3
4 Clinics Revenue	481,942	438,073	445,768	3,264,214	3,178,064	3,125,799	4
5							5
6 Total Patient Service Revenue	10,443,383	9,064,125	9,225,556	69,889,855	64,052,857	58,880,942	6
7 Deductions From Revenue	(6,944,093)	(5,696,193)	(5,913,453)	(45,646,518)	(40,251,938)	(36,961,871)	7
8							8
9 Net Patient Service Revenue	3,499,290	3,367,932	3,312,102	24,243,337	23,800,919	21,919,071	9
10 Other Operating Revenue	59,769	67,268	187,225	501,183	469,287	695,782	10
11							11
12 Total Operating Revenue	3,559,059	3,435,200	3,499,328	24,744,521	24,270,206	22,614,853	12
13							13
OPERATING EXPENSES:							14
15 Salaries	1,529,782	1,485,929	1,380,515	10,100,210	9,704,243	9,307,994	15
16 Employee Benefits	365,650	318,687	366,842	2,412,008	2,224,679	2,186,365	16
17 Professional & Purchased Services	526,520	490,671	632,753	4,439,305	4,182,273	4,321,450	17
18 Medical Supplies & Materials	595,425	504,451	533,506	4,311,548	3,564,677	3,453,993	18
19 Other General Expenses	281,227	340,452	283,910	2,393,001	2,456,211	2,269,746	19
20 Interest	26,704	27,939	54	77,041	195,573	490	20
21 Depreciation	219,704	222,556	222,189	1,531,758	1,580,999	1,496,043	21
22							22
23 Total Operating Expenses	3,545,014	3,390,687	3,419,772	25,264,875	23,908,659	23,036,083	23
24							24
25 Earnings Before Interest, Depreciation & Amortization (EBIDA)	260,452	295,008	301,798	1,088,445	2,138,118	1,075,303	25
26							26
27 Excess From Operations	14,044	44,513	79,555	(520,354)	361,546	(421,230)	27
28							28
29 Non-Operating Revenue	142,019	154,030	154,030	1,098,395	1,078,210	1,031,450	29
30							30
31 Excess Over Expenses (After Extraordinary Items)	\$ 156,064	\$ 198,543	\$ 233,586	\$ 578,041	\$ 1,439,756	\$ 610,220	31

**J. ARTHUR DOSHER MEMORIAL HOSPITAL
BALANCE SHEET
AS OF APRIL 30, 2016**

	(A) Current Month	(B) Last Month	(C) Prior Year
ASSETS			
Current Assets			
Cash	\$ 7,656,124	\$ 6,401,206	\$ 6,488,673
Board Designated Funds	1,256,519	1,256,519	1,636,643
Cash - Foundation	362,939	322,264	465,957
Total Cash and Investments	9,275,583	7,979,990	8,591,274
Accounts Receivable-Patients	30,698,844	29,106,555	22,536,832
Less Allowance	(17,906,778)	(16,772,309)	(12,812,822)
Net Patient Receivables	12,792,066	12,334,246	9,724,009
Other Accounts Receivable	899,385	1,120,909	2,157,269
Inventories	945,631	941,477	1,053,542
Prepaid Expenses	511,926	465,882	242,010
Total Current Assets	24,424,593	22,842,507	21,768,107
Net Property, Plant and Equipment	38,088,413	37,948,489	38,318,408
Other Assets	288,606	287,989	288,931
Total Assets	\$ 62,801,613	\$ 61,078,985	\$ 60,375,447
LIABILITIES & FUND BALANCE			
Current Liabilities			
Accounts Payable	\$ 1,625,010	\$ 1,237,425	\$ 1,889,453
Notes Payable Current - BEMC	52,083	62,499	-
Notes Payable Current - USDA	158,020	-	-
Medicare/Medicaid Settlement	-	-	-
Accrued Payroll and Taxes	784,648	715,581	943,165
Accrued Employees' Paid Days Off	1,148,715	1,126,159	1,031,438
Current Portion of Bonds Payable	390,000	390,000	365,000
Deferred Revenue - Taxes	671,005	805,206	770,154
Other Current Liabilities	17,485	16,333	11,397
Total Current Liabilities	4,846,969	4,353,206	5,010,608
Non-Current Liabilities			
Lease Obligations			
Bonds Payable	845,000	845,000	1,235,000
Construction Bridge Loan	9,152,294	8,124,664	6,483,318
BEMC Loan	916,667	916,667	1,000,000
Total Non-Current Liabilities	10,913,961	9,886,331	8,718,318
Total Liabilities	15,760,930	14,239,537	13,728,926
Net Assets	46,099,701	46,095,206	45,550,023
Excess Revenue over Expenses	578,041	421,977	610,220
Restricted Assets	362,939	322,264	486,277
Total Net Assets	47,040,682	46,839,447	46,646,520
Total Liabilities & Fund Balance	\$ 62,801,613	\$ 61,078,985	\$ 60,375,447