

## BOARD OF TRUSTEES MEETING MINUTES RECORD


DATE:	LOCATION:	START	ADJOURN
May 2, 2016	Hood Building Southport, NC	5:00 pm	5:47 pm
<b>MEMBERS PRESENT:</b> Sherri Marshall, Chair Karen Taylor, Vice Chair Joe Agovino, Secretary Jim White Dr. Robert Zukoski Melissa Hinnant Dr. Scott Starks		<b>NON MEMBERS PRESENT:</b> Tom Siemers, CEO Dan Porter, CFO Carol Northup, RN, CNO, COO Dr. Karen Wood, Chief of Staff Lynda Stanley, President, Foundation Lori Smith, Clerk of the Board Terry Pope, State Port Pilot	
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: April 4, 2016	<b>MOTION:</b> <b>To accept the minutes of April 4, 2016.</b> Motioned By: Jim White Seconded: Melissa Hinnant All Present in Favor <b>The Motion Carried</b>
4.	Special Presentation	<ul style="list-style-type: none"> <li>None</li> </ul>	
5.	Management Reports	<u><b>Foundation Report –Lynda Stanley</b></u> <ul style="list-style-type: none"> <li>The Gala was a great success bringing in over \$80,000 with 190 persons in attendance.</li> <li>There will be several more cultivation events in May and June. Duke Energy will host in June.</li> </ul>	
		<u><b>CEO Report - Tom Siemers</b></u> <ul style="list-style-type: none"> <li>Five trustees attended the NCHA meeting in April and came away with much information from the presentations. Board members agreed that this confirms they are on the right</li> </ul>	



		track in this changing healthcare world.	
		<p><b><u>CFO Report – Dan Porter</u></b></p> <p><b><u>Financial Report</u></b> The financial reports were included in the meeting packet.</p> <p>Days Cash on Hand: 71.6 Days Revenue in A/R: 85.8</p> <ul style="list-style-type: none"> <li>➤ There were 6 swing bed admissions in March.</li> <li>➤ The payor mix in March was favorable. All other indicators hit or surpassed budget except for medical admissions.</li> <li>➤ Total revenue was up 15% in March.</li> </ul> <p>Operations YTD &lt;\$534K&gt; Total YTD \$422K April is trending at \$10.5M gross revenue.</p> <p><b><u>Wellness Center</u></b></p> <ul style="list-style-type: none"> <li>• The Wellness Center is on schedule for opening in the first week of August.</li> </ul>	
		<p><b><u>IOP and Nursing Report – Carol Northup, RN</u></b></p> <ul style="list-style-type: none"> <li>• The IOP report was included in the meeting information.</li> <li>• Nurses Week starts on May 6. Mayor Dove presented a proclamation for the nurses and presented it at an Alderman’ Meeting. There will be further recognition for nurses in the media.</li> </ul>	
6.	<b>CLOSED SESSION</b>	<p>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.</p>	<p><b>MOTION:</b> <b>To move to closed session in accordance with the indicated statutes.</b> Motioned By: Jim White Seconded: Melissa Hinnant All Present in Favor <b>The Motion Carried</b></p>
7.	<b>OPEN SESSION ADDITIONAL BUSINESS</b>	<p>The Trustees returned to Open Session</p> <p><b><u>Credentialing Addendum</u></b> The Credentialing Addendum was approved as presented.</p>	<p><b>MOTION:</b> <b>To accept the Credentialing presented as indicated on the</b></p>



		<p><b><u>Nursing Center</u></b></p> <p>A MOTION was made by Joe Agovino as a Resolution Authorizing Execution of Contracts With Liberty Healthcare Nursing Properties of Brunswick County, LLC and Southport Nursing Center, LLC Regarding the Nursing Center.</p> <p>This Resolution authorizes the execution, negotiation of contracts necessary to complete the sale of the Nursing Center. The Nursing Center will transfer ownership on June 1, 2016. Votes: 7 Yea's, 0 Nay's.</p>	<p><b>Credentialing Addendum.</b>  Motedioned by:  Jim White  Seconded by :  Melissa Hinnant  All Present In Favor  <b>The Motion Carried</b></p> <p><b>MOTION:</b>  <b>To accept the Resolution Authorizing Execution of Contracts with Liberty Healthcare as stated in the Resolution.</b>  Motedioned by:  Joe Agovino  Seconded by :  Jim White  All Present In Favor  <b>The Motion Carried</b></p>
8.	<b>ADJOURN</b>	The meeting was adjourned at 5:47 pm.	<p><b>MOTION:</b>  <b>To Adjourn the Board of Trustees</b>  Motedioned By:  Jim White  Seconded By:  Melissa Hinnant  All Present in Favor.  <b>The Motion Carried</b></p>
	<b>Board Minutes Accepted</b>	 Sherri Marshall, Chair	



# STATISTICS

## March-16

1	Medical Admissions		36	54	45	273	318	310
2	Swing Bed Admissions		-	-	5	16	-	-
3	Surgical Admissions		26	27	30	167	158	120
4	Total Admissions		68	81	80	456	476	430
5								
6	Census Days		169	251	269	1,242	1,482	1,315
7	Swing Bed Census Days		56	-	69	149	-	-
8	Total Census Days	(Includes Swing Bed)	225	251	338	1,391	1,482	1,315
9	Average Daily Census	(Includes Swing Bed)	7.3	8.1	11.7	7.6	8.1	7.2
10	Average Daily Census	(Excludes Swing Bed)	5.5	8.1	9.3	6.8	8.1	7.2
11	Average Length of Stay	(Excludes Swing Bed)	2.9	3.1	3.5	2.8	3.1	3.1
12	Observation Patients	Discharges	70	46	58	346	273	247
13		Hours	1,844	1,120	2,360	9,646	6,610	5,959
14								
15	Operating Room Procedures:	Inpatient	35	37	42	226	160	156
16		Outpatient	128	133	131	715	568	525
17								
18	Endoscopy Procedures:	Inpatient	10	9	9	34	50	25
19		Outpatient	72	76	58	352	422	261
20								
21	Laboratory:	Inpatient	843	1,465	1,211	5,969	8,152	6,457
22		Outpatient	11,599	9,853	10,070	57,936	54,827	51,291
23								
24	Diagnostic Imaging:	Inpatient	101	122	100	596	681	597
25		Outpatient	2,649	2,377	2,314	13,998	13,226	13,383
26								
27	Cardiopulmonary:	Inpatient	195	281	267	1,239	1,561	1,788
28		Outpatient	300	234	279	1,471	1,381	1,415
29								
30	EKG, Stress Test, & Holter Monitor	Inpatient	15	24	18	128	135	136
31	Procedures:	Outpatient	301	326	300	1,740	1,925	1,751
32								
33	Physical Therapy:	Visits	775	714	646	3,991	3,975	4,233
34		Treatments	1,719	1,830	1,447	9,749	10,186	10,519
35								
36	Cardiac Rehab:	Visits	547	425	361	2,233	2,510	2,262
37	Diabetic Program:	Visits	34	12	11	124	70	64
38								
39	Wound Care Program:	New Patient Registrations	16	14	21	93	83	65
40		Visits	144	136	141	798	804	469
41								
42	Meals Served:	Patients	4,901	4,687	4,712	28,752	28,152	25,290
43		Others	2,899	3,254	2,805	17,080	17,822	17,822
44								
45	Emergency Room:	Visits	1,104	1,144	999	6,161	6,365	6,388
46		Admitted	38	58	46	289	322	317
47		Transfers	33	29	29	177	162	146
48								
49	Total Outpatient Visits (EXCL ER)		5,000	4,093	4,278	25,494	24,069	22,786
50								
51	Nursing Center:							
52	Admissions		7	7	11	51	44	55
53	Census Days		1,178	1,265	1,006	7,057	7,628	6,972
54	Average Daily Census		38.0	42.1	34.7	38.6	41.7	38.3
55								
56	Clinic Visits:							
57	Doshier Medical 9th Street	Start 07/01/11	264	278	253	1,450	1,572	1,635
58	Doshier Medical Howe Street	Start 10/1/2014	353	341	355	1,998	1,927	1,875
59	Doshier Medical Smithville Crossing	Start 10/1/2014	280	300	330	1,819	1,693	1,744
60	Doshier Medical Long Beach Rd	Start 6/22/2014	343	229	243	1,636	1,061	1,264
61	Doshier Medical Oak Island	Start 06/12/12	359	395	277	1,831	2,230	2,254
62	Doshier Medical Bolivia	Start 10/20/2014	253	198	212	1,202	1,119	1,104
63	Doshier Medical Holden Beach	Start 10/20/2014	213	179	191	1,036	1,014	1,017
64	Doshier Medical Calabash	Start 10/20/2014	-	-	-	-	-	2,240
65	Doshier Medical Women's Health	Start 11/1/2014	237	164	210	1,164	928	920
66	Doshier Medical Vaughan's Clinic	Start 02/01/15	275	340	230	1,187	1,920	177
67	Doshier Medical Surgical Clinic	Start 02/01/15	103	79	90	574	447	66
68	Doshier Medical Baldhead	start 05/22/15	-	-	-	-	-	69
69	Total Clinic Visits		2,680	2,503	2,391	13,897	13,911	14,296
70								
71	New Patient Clinic Visits:							
72	Doshier Medical 9th Street		51		40	136		
73	Doshier Medical Howe Street		24		24	254		
74	Doshier Medical Smithville Crossing		11		7	79		
75	Doshier Medical Long Beach Rd		209		136	928		
76	Doshier Medical Oak Island		27		17	133		
77	Doshier Medical Bolivia		16		10	63		
78	Doshier Medical Holden Beach		13		6	41		
79	Doshier Medical Calabash		-		-	-		
80	Doshier Medical Women's Health		14		10	70		
81	Doshier Medical Vaughan's Clinic		58		32	210		
82	Doshier Medical Surgical Clinic		21		18	149		
83	Doshier Medical Baldhead		-		-	-		
84	Total Clinic Visits		444		300	2,063		



**J. ARTHUR DOSHER MEMORIAL HOSPITAL**  
**OPERATING STATEMENT**  
**Six Months Ending March 31, 2016**

	(A)	(B)	(C)	(D)	(E)	(F)	
	Current Month			Year-to-Date			
	Actual	Budget	Prior Year	Actual	Budget	Prior Year	
<b>REVENUE:</b>							
1 Inpatient Revenue	\$ 1,502,611	\$ 1,502,564	\$ 1,470,044	\$ 9,507,986	\$ 8,018,233	\$ 7,486,697	1
2 Outpatient Revenue	8,543,785	7,176,326	7,745,882	45,200,738	42,363,475	37,790,003	2
3 Nursing Center Revenue	360,353	314,031	310,278	1,955,475	1,867,031	1,698,653	3
4 Clinics Revenue	536,389	493,669	533,544	2,782,271	2,739,991	2,680,031	4
5							5
6 Total Patient Service Revenue	10,943,140	9,486,591	10,059,750	59,446,471	54,988,732	49,655,386	6
7 Deductions From Revenue	(7,172,431)	(5,961,002)	(6,334,763)	(38,702,425)	(34,555,745)	(31,048,417)	7
8							8
9 Net Patient Service Revenue	3,770,709	3,525,589	3,724,987	20,744,046	20,432,987	18,606,968	9
10 Other Operating Revenue	76,804	72,115	79,785	441,414	402,018	508,556	10
11							11
12 Total Operating Revenue	3,847,513	3,597,704	3,804,772	21,185,461	20,835,005	19,115,525	12
13							13
<b>OPERATING EXPENSES:</b>							14
15 Salaries	1,445,051	1,439,691	1,430,850	8,570,428	8,218,314	7,927,478	15
16 Employee Benefits	378,138	342,217	343,712	2,046,358	1,905,992	1,819,522	16
17 Professional & Purchased Services	672,050	657,154	640,888	3,912,785	3,691,602	3,688,697	17
18 Medical Supplies & Materials	600,834	527,903	604,051	3,716,123	3,060,225	2,920,486	18
19 Other General Expenses	327,637	353,603	340,320	2,111,774	2,115,758	1,985,836	19
20 Interest	8,220	27,939	49	50,337	167,634	436	20
21 Depreciation	213,329	224,185	234,028	1,312,053	1,358,443	1,273,853	21
22							22
23 Total Operating Expenses	3,645,261	3,572,694	3,593,901	21,719,860	20,517,971	19,616,310	23
24							24
25 Earnings Before Interest, Depreciation & Amortization (EBIDA)	423,800	277,133	444,948	827,992	1,843,110	773,504	25
26							26
27 Excess From Operations	202,251	25,009	210,871	(534,398)	317,033	(500,785)	27
28							28
29 Non-Operating Revenue	178,934	154,030	158,884	956,375	924,180	877,419	29
30							30
31 Excess Over Expenses (After Extraordinary Items)	\$ 381,186	\$ 179,039	\$ 369,756	\$ 421,977	\$ 1,241,213	\$ 376,634	31



**J. ARTHUR DOSHER MEMORIAL HOSPITAL  
BALANCE SHEET  
AS OF MARCH 31, 2016**

	(A) Current Month	(B) Last Month	(C) Prior Year
<b>ASSETS</b>			
Current Assets			
Cash	\$ 6,401,206	\$ 4,769,919	\$ 7,206,429
Board Designated Funds	1,256,519	1,256,519	1,636,644
Cash - Foundation	322,265	366,300	275,658
Total Cash and Investments	7,979,990	6,392,739	9,118,730
Accounts Receivable-Patients	29,106,556	28,662,054	22,155,610
Less Allowance	(16,772,310)	(16,764,056)	(12,818,863)
Net Patient Receivables	12,334,246	11,897,998	9,336,747
Other Accounts Receivable	1,120,910	2,131,337	2,209,956
Inventories	941,478	931,920	1,034,195
Prepaid Expenses	465,883	298,028	163,438
Total Current Assets	22,842,507	21,652,022	21,863,066
Net Property, Plant and Equipment	37,948,489	37,989,773	38,267,463
Other Assets	287,989	287,989	288,931
<b>Total Assets</b>	<b>\$ 61,078,985</b>	<b>\$ 59,929,784</b>	<b>\$ 60,419,460</b>
<b>LIABILITIES &amp; FUND BALANCE</b>			
Current Liabilities			
Accounts Payable	\$ 1,237,426	\$ 1,420,858	\$ 2,286,919
Current Portion of Installment Notes	62,500	72,916	-
Medicare/Medicaid Settlement			
Accrued Payroll and Taxes	715,581	571,958	907,527
Accrued Employees' Paid Days Off	1,126,160	1,073,255	982,995
Current Portion of Bonds Payable	390,000	390,000	365,000
Deferred Revenue - Taxes	805,206	-	924,185
Other Current Liabilities	16,333	15,758	11,347
Total Current Liabilities	4,353,206	3,544,746	5,477,974
Non-Current Liabilities			
Lease Obligations			
Bonds Payable	845,000	845,000	1,235,000
Construction Bridge Loan	8,124,664	8,118,698	6,483,318
BEMC Loan	916,667	916,667	1,000,000
Total Non-Current Liabilities	9,886,331	9,880,365	8,718,318
Total Liabilities	14,239,537	13,425,111	14,196,292
Net Assets	46,095,206	46,097,583	45,550,557
Excess Revenue over Expenses	421,977	40,790	376,634
Restricted Assets	322,265	366,300	295,977
Total Net Assets	46,839,448	46,504,673	46,223,168
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 61,078,985</b>	<b>\$ 59,929,784</b>	<b>\$ 60,419,460</b>