

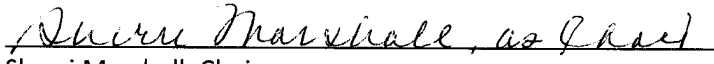
BOARD OF TRUSTEES MEETING MINUTES RECORD

DATE:	LOCATION:	START	ADJOURN
January 9, 2017	Hospital Conference Room	5:00 pm	6:40 pm.
MEMBERS PRESENT: Sherri Marshall, Chair Karen Taylor, Vice Chair - Excused 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 Dr. Domenic Palagruto, Chair, MEC Lynda Stanley, President, Foundation James Goss, Marketing and Community Relations 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, Chair called the meeting to order at 5:00 pm.	
2.	Roll Call	Joe Agovino Called Roll Roll Reflected Above A quorum was present.	
3.	Approval of Minutes	Minutes to be Approved: December 5, 2017 December 6, 2017	MOTION: To accept the minutes of December 5, 2016 and December 6, 2016 Motioned By: Jim White Seconded: Melissa Hinnant All Present in Favor The Motion Carried
4	Special Presentation	<u>Presentation to Doshier Volunteers</u> <ul style="list-style-type: none"> Carol Northup and Joanne Turzer-Commessio presented a framed certificate signed by all staff in PCU and ED to Devota Vereen, President of the Doshier Volunteers. This is to acknowledge the recent purchase of equipment for patient use. This represented a large sum from the proceeds of the Volunteers. The framing will be hung in a prominent position in the hospital. 	

		<p><u>Dosher Presentation</u></p> <ul style="list-style-type: none"> Jim Goss presented a video of 86 years of history and recent activities at the hospital. This will be used to preface several public events and community members gatherings. 	
5.	Management Reports	<p><u>Foundation Report</u> –Lynda Stanley, President, Dosher Foundation</p> <ul style="list-style-type: none"> The Heart to Heart event tickets are on sale. It will be held at the Brunswick Resource Center in Southport on February 2. Thanks to Duke Energy for hosting the food and beverage. 	
		<p><u>CEO Report</u> - Tom Siemers, CEO</p> <ul style="list-style-type: none"> The CON Hearing for applications for additional surgery centers in Brunswick County will be on January 20 at the Odell Williamson Auditorium. Information on the hearing will be disseminated to volunteers, staff, community members, providers and many more to attend. 11 am January 20. Key points in the reasons for opposing the CON were outlined. Over 500 letters were signed and presented to the Commission. Additional letters have been received at the hospital and will be brought to the hearing. 	
		<p><u>CFO Report</u> – Dan Porter, CFO</p> <p><u>Financial Report</u> The financial reports were included in the meeting packet.</p> <p>Days Cash on Hand: 76.2 Days Revenue in A/R: 89.2</p> <ul style="list-style-type: none"> ➤ The payor mix in November was unfavorable. ➤ Volume indicators were favorable, primarily admissions. ➤ Expenses were at a cautionary position. <p>For the month Excess from Operations <\$32K> Operations YTD <\$125K> Total Excess Over Expenses YTD \$166K.</p> <p>December is trending at \$10.0M gross revenue.</p> <p><u>Board Bylaws Change</u></p> <ul style="list-style-type: none"> Since the arrangement with Athena Compliance Partners presents Board involvement through their reporting structure and compliance activities, it is suggested that the Compliance Committee no longer be convened. It was noted the present structure meets CMS standards and additional meetings would be redundant. A MOTION was presented. 	<p>MOTION: To delete the Compliance Committee in the bylaws. Motioned By:</p>

		<p><u>Confidentiality Statements</u></p> <p>Confidentiality agreements were distributed and signed by the Board members.</p>	<p>Melissa Hinnant Seconded: Joe Agovino All Present in Favor The Motion Carried</p>
		<p><u>IOP and Nursing Report - Carol Northup, RN CNO, COO</u></p> <ul style="list-style-type: none"> • The IOP report is in the meeting packet. • Lymphedema program has increased threefold. The new room will be appreciated. Doshier has the only Lymphedema Clinic in Brunswick County. • Ava McDonald spearheaded gifts for needy families at Christmas. • IOP was changed to Tuesday. Dr. Zukoski will Chair. 	
	OTHER BUSINESS	<p><u>Joint Conference Committee</u></p> <ul style="list-style-type: none"> • Bylaw verbiage changes were presented to the Board to clean up the wording in the bylaws. It indicated the Joint Conference Committee will be made up of 3 members of the Board and will meet semi-annually or as needed. <p><u>Duke Endowment</u></p> <ul style="list-style-type: none"> • A grant for \$450K was made to Doshier from the Duke Endowment. A press conference was held early today. • The vision for this funding is to drive a coalition of groups to support wellness across our community. • The Board thanked Lynda Stanley for all her hard work coordinating this endowment. • Lynda Stanley spoke on the progress and noted it is the largest endowment in Doshier history. She outlined the importance of creating the coalition to implement focused strategies in issues in our healthcare population. • The kickoff is scheduled for Feb 25 in Raleigh. • Tom Siemers outlined the next steps. • It was noted that there will be need for a coordinator to be hired as well as a Board member liaison selected to Chair our committee. • The Board unanimously selected Scott Starks, M.D. as the Chair of the coalition. 	<p>MOTION: To accept the changes of wording regarding the Joint Conference Committee as presented. Motioned By: Jim White Seconded: Scott Starks, M.D. All in Favor The Motion Carried</p> <p>MOTION: To elect Scott Starks, M.D. for the Duke Endowment project coalition Chair. Motioned By: Sherri Marshall Seconded: Jim White All in Favor The Motion Carried</p>

6.	CLOSED SESSION	<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>MOTION: To move to closed session in accordance with the indicated statutes. Motioned By: Jim White Seconded: Melissa Hinnant All in Favor The Motion Carried</p>
7.	OPEN SESSION ADDITIONAL BUSINESS	<p>The Trustees returned to Open Session</p> <p><u>Credentialing Addendum</u> The Credentialing Addendum was approved as presented.</p>	<p>MOTION: To accept the Credentialing presented as indicated on the Credentialing Addendum. Motioned by: Scott Starks, M.D. Seconded by : Jim White All In Favor The Motion Carried</p>
8.	ADJOURN	<p>The meeting was adjourned at 6:40 pm.</p>	<p>MOTION: To Adjourn the Board of Trustees Motioned By: Jim White Seconded By: Melissa Hinnant All In Favor. The Motion Carried</p>
	Board Minutes Accepted	<p> <u>Sherri Marshall, as Chair</u> Sherri Marshall, Chair</p>	

J. ARTHUR DOSHER MEMORIAL HOSPITAL
STATISTICS
November-16

		(A)	(B)	(C)	(D)	(E)	(F)	
		Month	Month	Prior Month	FYTD	FYTD	Prior FYTD	
		Actual	Budget	Actual	Actual	Budget	Actual	
1	Medical Admissions	58	46	41	99	94	94	1
2	Swing Bed Admissions	3	3	2	5	7	-	2
3	Surgical Admissions	25	23	25	50	45	55	3
4	Total Admissions	86	72	68	154	145	149	4
5								5
6	Census Days	248	211	211	459	424	403	6
7	Swing Bed Census Days	26	30	23	49	62	-	7
8	Total Census Days (Includes Swing Bed)	274	241	234	508	485	403	8
9	Average Daily Census (Includes Swing Bed)	9.1	8.0	7.6	8.3	8.0	6.6	9
10	Average Daily Census (Excludes Swing Bed)	8.3	7.0	6.8	7.5	7.0	6.6	10
11	Average Length of Stay (Excludes Swing Bed)	3.1	3.0	3.1	3.1	3.0	2.7	11
12	Observation Patients	48	49	57	105	100	97	12
13	Discharges	1,387	1,476	1,708	3,095	3,014	2,106	13
14	Hours							14
15	Operating Room Procedures:							15
16	Inpatient	34	30	38	72	57	72	15
17	Outpatient	119	128	129	248	233	227	16
18	Endoscopy Procedures:							17
19	Inpatient	2	2	3	5	9	8	18
20	Outpatient	51	53	48	99	104	110	19
21	Laboratory:							20
22	Inpatient	1,114	1,003	993	2,107	1,953	2,122	21
23	Outpatient	10,925	9,679	11,458	22,383	20,625	17,897	22
24	Diagnostic Imaging:							23
25	Inpatient	95	98	96	191	195	209	24
26	Outpatient	2,387	2,117	2,329	4,716	4,513	4,437	25
27	Cardiopulmonary:							26
28	Inpatient	310	183	130	440	395	342	27
29	Outpatient	215	193	162	377	376	359	28
30	Sleep Studies	24	28	17	41	57	57	29
31	EKG, Stress Test,							30
32	& Holter Monitor							31
33	Procedures:							32
34	Inpatient	15	22	16	31	46	44	33
35	Outpatient	260	277	257	517	559	539	34
36	Physical Therapy:							35
37	Visits	771	634	658	1,429	1,258	1,256	36
38	Treatments	1,895	1,776	1,867	3,762	3,521	3,208	37
39	Cardiac Rehab:							38
40	Visits	466	345	465	931	760	622	39
41	Diabetic Program:							40
42	Visits	9	15	17	26	31	57	41
43	Wound Care Program:							42
44	New Patient Registrations	24	24	21	45	43	18	43
45	Visits	220	144	205	425	304	251	44
46	Meals Served:							45
47	Patients	4,500	4,726	4,428	8,928	9,560	9,560	46
48	Others	2,595	2,917	3,071	5,666	5,477	5,477	47
49	Emergency Room:							48
50	Visits	957	1,007	1,023	1,980	2,043	2,034	49
51	Admitted	60	46	42	102	99	100	50
52	Transfers	23	29	32	55	64	65	51
53	Total Outpatient Visits (EXCL ER)	4,883	4,039	4,557	9,440	8,548	7,898	52
54	Clinic Visits:							53
55	Dosher Medical 9th Street	289	276	218	507	540	479	54
56	Dosher Medical Howe Street	245	302	355	600	643	643	55
57	Dosher Medical Smithville Crossing	295	311	292	587	608	582	56
58	Dosher Medical Long Beach Rd	370	339	276	646	667	603	57
59	Dosher Medical Oak Island	501	469	476	977	917	602	58
60	Dosher Medical Bolivia	183	-	163	346	-	358	59
61	Dosher Medical Holden Beach	180	-	169	349	-	323	60
62	Dosher Medical Wellness Ctr Clinic	410	250	366	776	489	-	61
63	Dosher Medical Women's Health	212	195	214	426	381	316	62
64	Dosher Medical Vaughan's Clinic	-	-	-	-	-	336	63
65	Dosher Medical Surgical Clinic	80	97	96	176	189	175	64
66	Dosher Medical Baldhead	-	-	-	-	-	-	65
67	Total Clinic Visits	2,765	2,239	2,625	5,390	4,454	4,417	66
68	New Patient Clinic Visits:							67
69	Dosher Medical 9th Street	32		29	61			68
70	Dosher Medical Howe Street	21		16	37			69
71	Dosher Medical Smithville Crossing	27		18	45			70
72	Dosher Medical Long Beach Rd	177		138	315			71
73	Dosher Medical Oak Island	35		29	64			72
74	Dosher Medical Bolivia	6		11	17			73
75	Dosher Medical Holden Beach	14		17	31			74
76	Dosher Medical Wellness Clinic	90		82	172			75
77	Dosher Medical Women's Health	3		12	15			76
78	Dosher Medical Surgical Clinic	10		15	25			77
79	Dosher Medical Baldhead	0		0	0			78
80	Total Clinic Visits	415		367	782			79
81								80

J. ARTHUR DOSHER MEMORIAL HOSPITAL
OPERATING STATEMENT
Month Ending November 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	\$ 1,782,729	\$ 1,383,051	\$ 1,569,232	\$ 3,395,817	\$ 2,748,396	\$ 3,002,423	1
2 Outpatient Revenue	7,752,689	7,983,826	7,082,771	15,729,554	16,233,162	14,441,692	2
3 Nursing Center Revenue	(261)	11,894	348,535	(156)	24,130	670,963	3
4 Clinics Revenue	582,381	438,341	428,609	1,143,039	869,500	907,427	4
5							5
6 Total Patient Service Revenue	10,117,538	9,817,112	9,429,146	20,268,255	19,875,188	19,022,505	6
7 Deductions From Revenue	(6,829,338)	(6,565,975)	(6,126,307)	(13,640,971)	(13,287,655)	(12,361,760)	7
8							8
9 Net Patient Service Revenue	3,288,200	3,251,136	3,302,839	6,627,284	6,587,533	6,660,745	9
10 Other Operating Revenue	152,375	122,265	79,761	300,834	247,094	160,198	10
11							11
12 Total Operating Revenue	3,440,575	3,373,401	3,382,599	6,928,118	6,834,627	6,820,943	12
13							13
OPERATING EXPENSES:							14
15 Salaries	1,329,992	1,271,011	1,434,333	2,691,343	2,543,958	2,904,272	15
16 Employee Benefits	274,022	303,851	326,114	613,349	648,733	663,899	16
17 Professional & Purchased Services	610,764	575,539	689,332	1,181,148	1,160,825	1,313,077	17
18 Medical Supplies & Materials	619,157	616,648	608,353	1,286,369	1,247,918	1,209,360	18
19 Other General Expenses	384,290	387,827	352,809	770,787	775,627	674,142	19
20 Interest	25,378	24,684	16,177	50,859	50,119	16,218	20
21 Depreciation	229,257	239,747	213,347	459,122	479,494	428,929	21
22							22
23 Total Operating Expenses	3,472,859	3,419,306	3,640,465	7,052,979	6,906,674	7,209,896	23
24							24
25 Earnings Before Interest, Depreciation & Amortization (EBIDA)	222,351	218,526	(28,342)	385,121	457,566	56,194	25
26							26
27 Excess From Operations	(32,284)	(45,905)	(257,865)	(124,860)	(72,047)	(388,953)	27
28							28
29 Non-Operating Revenue	141,842	142,406	154,031	290,930	284,813	308,062	29
30							30
31 Excess Over Expenses (After Extraordinary Items)	\$ 109,558	\$ 96,501	\$ (103,834)	\$ 166,070	\$ 212,766	\$ (80,891)	31

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

	(A) Current Month	(B) Last Month	(C) Prior Year
ASSETS			
Current Assets			
Cash	\$ 7,738,343	\$ 6,913,505	\$ 6,792,085
Board Designated Funds	-	-	1,256,519
Cash - Foundation	503,745	465,329	321,760
Total Cash and Investments	8,242,088	7,378,834	8,370,365
Accounts Receivable-Patients	29,790,175	32,520,605	26,777,328
Less Allowance	(15,739,030)	(17,729,554)	(16,130,416)
Net Patient Receivables	14,051,145	14,791,051	10,646,912
Other Accounts Receivable	2,172,771	1,590,053	1,465,427
Inventories	932,754	943,329	969,859
Prepaid Expenses	368,607	534,584	369,680
Total Current Assets	25,767,365	25,237,851	21,822,243
Net Property, Plant and Equipment	38,792,631	39,007,290	38,445,010
Other Assets	90,977	91,598	287,502
Total Assets	\$ 64,650,974	\$ 64,336,739	\$ 60,554,755
LIABILITIES & FUND BALANCE			
Current Liabilities			
Accounts Payable	\$ 1,918,143	\$ 1,861,021	\$ 2,301,001
Notes Payable Current - BEMC	125,000	125,000	83,333
Notes Payable Current - USDA	313,789	291,537	-
Notes Payable Current - BB&T	240,746	240,746	-
Medicare/Medicaid Settlement			
Accrued Payroll and Taxes	792,480	698,160	1,080,144
Accrued Employees' Paid Days Off	1,184,123	1,181,103	1,012,811
Current Portion of Bonds Payable	-	-	390,000
Deferred Revenue - Taxes	-	-	-
Other Current Liabilities	17,636	17,465	15,893
Total Current Liabilities	4,591,919	4,415,032	4,883,182
Non-Current Liabilities			
BB&T Loan	1,259,254	1,259,254	-
Lease Obligations			
Bonds Payable	-	-	845,000
USDA Loans	9,152,295	9,152,295	7,616,670
BEMC Loan	770,833	781,250	916,667
Total Non-Current Liabilities	11,182,382	11,192,798	9,378,337
Total Liabilities	15,774,300	15,607,830	14,261,519
Net Assets	48,206,859	48,207,068	46,097,137
Excess Revenue over Expenses	166,070	56,512	(80,891)
Restricted Assets	503,745	465,329	276,990
Total Net Assets	48,876,674	48,728,908	46,293,236
Total Liabilities & Fund Balance	\$ 64,650,974	\$ 64,336,739	\$ 60,554,755