

BOARD OF TRUSTEES MEETING MINUTES RECORD

DATE:	LOCATION:	START	ADJOURN
June 5, 2017	Hospital Conference Room	5:00 pm	6:20 pm
MEMBERS PRESENT: Sherri Marshall, Chair Karen Taylor, Vice Chair Joe Agovino, Secretary Jim White Dr. Robert Zukoski Dr. Scott Starks Chief Gary Smith		NON MEMBERS PRESENT: Tom Siemers, CEO Dan Porter, CFO Carol Northup, RN, CNO, COO Domenic Palagruto, DO, Chief of Staff Lori Smith, Clerk of the Board Terry Pope, State Port Pilot	

	AGENDA ITEM	DISCUSSION/CONCLUSIONS	ACTION
1.	Call To Order	Sherri Marshall, Chair called the meeting to order at 5:05 pm. Sherri Marshall added a Special Presentation as an agenda change.	
2.	Roll Call	Joe Agovino Called Roll Roll Reflected Above to Include Chief Gary Smith as Sworn A quorum was present.	
3.	Approval of Minutes	Minutes to be approved: May 1, 2017	MOTION: To accept minutes of May 1, 2017 Motioned By: Jim White Seconded: Scott Starks, MD All Present in Favor The Motion Carried
	TRUSTEE SWEARING IN	Mayor Jerry Dove administered the Oath Of Office to Chief Gary Smith as a new Doshier Trustee. The Mayor indicated that he was an excellent person to fill the remaining two years term and that the hospital was an extremely important asset to the community as new residents arrive. Chief Smith completed his orientation process the week prior.	The Oath of Office was read and sworn. Copy to the Brunswick County Board of Elections.
4	Special Presentation	Elisabeth Bayard, Brunswick County Health Coalition Executive Director <u>Introduction of Position</u> <ul style="list-style-type: none"> Scott Starks presented the new Executive Director, Elisabeth Baynard and expanded on her abilities to fit the position. Ms. Baynard touched on some highlights of her career and her involvement with public health and North Carolina 	

		health initiatives. She has served close to 20 years in the NC health systems as a health educators while working on public policy with a focus on Brunswick County.	
5.	Management Reports	<p><u>Foundation Report</u></p> <ul style="list-style-type: none"> Lynda Stanley presented the nominations for the Foundation Board. Board Members. Their bios were included in the meeting packet. The following were offered for membership and vote: <ul style="list-style-type: none"> Fr. W. Reginald Simmons Libba Motsinger Ed Lewis Rebecca Morgan Green The plan is moving forward with a team of employees working on the next steps for an employee campaign supporting the Foundation capital fundraising. Pins were presented to the Board in recognition of their donations. These pins will also be presented to donating staff. There will be another Wine and Cheese event hosted at Taylor's Cuisine on June 20th. 	<p>MOTION: To accept the nominations for the Foundation board as presented. Motioned By: Joe Agovino Seconded: Jim White All in Favor The Motion Carried</p>
		<p><u>Healthy People, Healthy Carolinas Report – Dr. Scott Starks</u></p> <ul style="list-style-type: none"> Scott Starks indicated that once Ms. Baynard is on full time at the end of June, they will have a plan by Labor Day. Key areas of discussion surround chronic disease and diabetes. 	
		<p><u>CEO Report – Tom Siemers, CEO</u></p> <p>Tom Siemers deferred to Joe Agovino to inform the Board of recent legislative issues. His report included information on:</p> <ul style="list-style-type: none"> ➤ Behavioral Health concerns in the state ➤ The CON process that has not passed and will most likely be addressed next year. ➤ Sales tax and tax exemption issues that will hurt the hospital if passed. ➤ Lobbying efforts with Sen. Rabon and Rep. Iler. ➤ NCHA positions on hospital impact in communities. He presented figures from Dan Porter on the impact of Doshier in the local economy. <ul style="list-style-type: none"> The CON will be appealed by Novant. Doshier will not incur additional cost. This appeal process will have 270 days to be presented to a law judge and then may be again delayed. No action can be taken by either entity until the CON has been fully awarded. 	

		<p><u>CFO Report – Dan Porter, CFO</u></p> <p><u>Financial Report</u> The financial reports were included in the meeting packet.</p> <p>Days Cash on Hand: 77.3 Days Revenue in A/R: 93.8</p> <ul style="list-style-type: none"> ➤ Volume indicators dropped slightly from prior months...overall revenue was favorable vs. budget. <ul style="list-style-type: none"> ○ total revenue up 6%. ○ IP was up 29% but OP figures were down 2%. ○ Clinic realized an increase of 15%. ➤ Payor mix trend unfavorable. <p>For the month, Excess from Operations <\$170k> Operations YTD <\$618k> Total Excess Over Expenses YTD \$689k.</p> <p>May trending at \$11.2M gross revenue.</p>	
		<p><u>IOP and Nursing Report – Carol Northup, RN, COO, CNO</u></p> <ul style="list-style-type: none"> • The IOP report is included in the Board materials. • The Sports Physicals annual event took place in May providing health services to 157 middle and high school students. Medical Staff members were present to process the physicals. 	
	Additional Business	<p><u>Trustees Summer Meeting</u></p> <ul style="list-style-type: none"> • All have been registered. Chief Gary Smith was offered the opportunity to also attend all or part of the sessions. Lori Smith will provide him information following the meeting. 	
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: Scott Starks, MD 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</p>

			indicated on the Credentialing Addendum. Motioned by: Scott Starks, M.D. Seconded by : Jim White All In Favor The Motion Carried
8.	ADJOURN	The meeting was adjourned at 6:20 pm.	MOTION: To Adjourn the Board of Trustees Motioned By: Scott Starks, M.D. Seconded By: Jim White All In Favor. The Motion Carried
	Board Minutes Accepted	<u><i>Sherri Marshall, as Chair</i></u> Sherri Marshall, Chair	

J. ARTHUR DOSHER MEMORIAL HOSPITAL
STATISTICS
April-17

		(A)	(B)	(C)	(D)	(E)	(F)		
		Month	Month	Prior Month	FYTD	FYTD	Prior FYTD		
		Actual	Budget	Actual	Actual	Budget	Actual		
1	Medical Admissions	55	50	47	365	332	315	1	
2	Swing Bed Admissions	2	3	2	17	24	18	2	
3	Surgical Admissions	32	24	33	210	182	193	3	
4	Total Admissions	89	77	82	592	539	526	4	
5								5	
6	Census Days	249	216	239	1,692	1,545	1,438	6	
7	Swing Bed Census Days	4	30	15	120	214	157	7	
8	Total Census Days (Includes Swing Bed)	253	246	254	1,812	1,758	1,595	8	
9	Average Daily Census (Includes Swing Bed)	8.4	8.2	8.2	8.6	8.3	7.5	9	
10	Average Daily Census (Excludes Swing Bed)	8.3	7.2	7.7	8.0	7.3	6.8	10	
11	Average Length of Stay (Excludes Swing Bed)	2.7	3.0	3.1	2.9	3.0	2.8	11	
12	Observation Patients	49	49	65	371	360	395	12	
13	Discharges	49	49	65	371	360	395	12	
14	Hours	1,464	1,476	1,851	10,955	10,786	11,206	13	
15	Operating Room Procedures:							14	
16	Inpatient	39	28	34	260	230	252	15	
17	Outpatient	140	165	150	1,045	969	863	16	
18	Endoscopy Procedures:							17	
19	Inpatient	4	5	2	21	35	39	18	
20	Outpatient	49	61	47	340	379	410	19	
21	Laboratory:							20	
22	Inpatient	1,165	917	1,117	7,900	6,721	6,860	21	
23	Outpatient	10,748	11,901	11,970	77,668	75,788	69,189	22	
24	Diagnostic Imaging:							23	
25	Inpatient	123	100	116	775	683	700	24	
26	Outpatient	2,365	2,500	2,561	17,003	16,475	16,459	25	
27	Cardiopulmonary:							26	
28	Inpatient	232	214	139	1,631	1,585	1,387	27	
29	Outpatient	248	230	238	1,691	1,560	1,555	28	
30	Sleep Studies	29	23	29	187	158	158	29	
31	EKG, Stress Test,							30	
32	& Holter Monitor							31	
33	Procedures:							32	
34	Inpatient	15	29	18	116	154	147	33	
35	Outpatient	355	309	302	2,090	2,057	2,041	34	
36	Physical Therapy:							35	
37	Visits	739	667	851	5,196	4,801	4,639	36	
38	Treatments	1,698	1,868	1,963	12,848	13,443	11,069	37	
39	Cardiac Rehab:							38	
40	Visits	553	489	595	3,644	2,918	2,722	39	
41	Diabetic Program:							40	
42	Visits	10	15	6	73	108	137	41	
43	Wound Care Program:							42	
44	New Patient Registrations	22	31	29	161	209	113	43	
45	Visits	179	196	227	1,426	1,144	966	44	
46	Meals Served:							45	
47	Patients	4,707	4,354	4,684	32,485	33,106	33,106	46	
48	Others	1,847	2,729	2,449	17,437	19,809	19,809	47	
49	Emergency Room:							48	
50	Visits	1,106	1,040	1,155	7,351	7,204	7,209	49	
51	Admitted	61	52	52	384	343	337	50	
52	Transfers	36	34	41	234	207	215	51	
53	Total Outpatient Visits (EXCL ER)	4,391	5,075	5,035	33,225	32,105	30,243	52	
54	Clinic Visits:							53	
55	Dosher Medical 9th Street	Start 07/01/11	233	251	325	1,886	1,883	1,723	54
56	Dosher Medical Howe Street	Start 10/1/14	225	219	286	1,958	1,898	2,347	55
57	Dosher Medical Smithville Crossing	Start 10/1/14	270	283	330	2,108	2,121	2,120	56
58	Dosher Medical Long Beach Rd	Start 06/22/14	339	379	393	2,700	2,568	1,990	57
59	Dosher Medical Oak Island	Start 06/12/12	439	426	532	3,345	3,197	2,263	58
60	Dosher Medical Bolivia	art 10/20/14 & Closed 01/20/	-	-	-	651	-	1,390	59
61	Dosher Medical Holden Beach	art 10/20/14 & Closed 12/22/	-	-	-	500	-	1,228	60
62	Dosher Medical Wellness Center	Start 09/6/16	533	228	511	3,373	1,707	-	61
63	Dosher Medical Women's Health	Start 11/1/14	177	177	186	1,401	1,329	1,362	62
64	Dosher Medical Vaughan's	Relocated to Wellness Cente	-	-	-	-	-	1,425	63
65	Dosher Medical Surgical	Start 02/01/15	93	88	114	675	660	669	64
66	Dosher Medical Baldhead	start 05/22/15	-	-	-	-	-	-	65
67	Total Clinic Visits	2,309	2,051	2,677	18,597	15,363	16,517	66	
68	New Patient Clinic Visits:							67	
69	Dosher Medical 9th Street	17		46	246		169	68	
70	Dosher Medical Howe Street	0		5	64		273	69	
71	Dosher Medical Smithville Crossing	14		13	114		90	70	
72	Dosher Medical Long Beach Rd	146		144	1164		1131	71	
73	Dosher Medical Oak Island	17		16	159		181	72	
74	Dosher Medical Bolivia	0		0	26		68	73	
75	Dosher Medical Holden Beach	0		0	41		59	74	
76	Dosher Medical Wellness Center	99		76	686		260	75	
77	Dosher Medical Women's Health	4		5	43		77	76	
78	Dosher Medical Surgical	29		19	134		159	77	
79	Dosher Medical Baldhead	0		0	0		0	78	
80	Total Clinic Visits	326		324	2677		2467	79	
81								80	

J. ARTHUR DOSHER MEMORIAL HOSPITAL
OPERATING STATEMENT
MONTH ENDING APRIL 30, 2017

	(A)	(B)	(C)	(D)	(E)	(F)	
	Current Month			Year-to-Date			
	Actual	Budget	Prior Year	Actual	Budget	Prior Year	
REVENUE:							
1 Inpatient Revenue	\$ 1,884,338	\$ 1,459,572	\$ 1,398,158	\$ 12,340,279	\$ 10,068,600	\$ 10,906,144	1
2 Outpatient Revenue	7,832,663	7,983,826	8,278,412	56,169,108	56,417,801	53,479,150	2
3 Nursing Center Revenue	-	12,284	284,870	(156)	85,076	2,240,346	3
4 Clinics Revenue	458,228	399,818	481,943	3,723,108	3,000,301	3,264,215	4
5							5
6 Total Patient Service Revenue	10,175,229	9,855,499	10,443,383	72,232,338	69,571,778	69,889,855	6
7 Deductions From Revenue	(6,917,936)	(6,598,534)	(6,944,093)	(48,855,416)	(46,552,540)	(45,646,518)	7
8							8
9 Net Patient Service Revenue	3,257,293	3,256,964	3,499,290	23,376,922	23,019,238	24,243,337	9
10 Other Operating Revenue	161,500	124,925	59,769	1,120,732	869,866	501,184	10
11							11
12 Total Revenue	3,418,794	3,381,889	3,559,059	24,497,654	23,889,104	24,744,521	12
13							13
14 OPERATING EXPENSES:							14
15 Salaries	1,323,487	1,240,235	1,529,782	9,357,381	8,896,309	10,100,211	15
16 Employee Benefits	326,606	334,556	365,650	2,273,788	2,234,526	2,412,008	16
17 Professional & Purchased Services	606,363	586,601	526,520	4,337,169	4,085,395	4,439,306	17
18 Medical Supplies & Materials	670,032	619,710	595,425	4,680,433	4,372,031	4,311,548	18
19 Other General Expenses	410,609	387,773	281,227	2,686,512	2,714,678	2,393,002	19
20 Interest	25,159	24,684	26,704	177,687	174,360	77,042	20
21 Depreciation	226,977	239,747	219,705	1,802,257	1,678,230	1,531,759	21
22							22
23 Total Operating Expenses	3,589,233	3,433,306	3,545,015	25,115,227	24,155,529	25,264,875	23
24							24
25 Earnings Before Interest, Depreciation & Amortization (EBIDA)	81,696	213,013	260,454	1,162,371	1,586,165	1,088,446	25
26							26
27 Excess From Operations	(170,440)	(51,417)	14,045	(617,573)	(266,425)	(520,354)	27
28							28
29 Non-Operating Revenue	202,453	142,406	142,020	1,306,711	996,845	1,098,395	29
30							30
31 Excess Over Expenses (After Extraordinary Items)	\$ 32,013	\$ 90,989	\$ 156,064	\$ 689,138	\$ 730,421	\$ 578,041	31

**J. ARTHUR DOSHER MEMORIAL HOSPITAL
BALANCE SHEET
AS OF APRIL 30, 2017**

	(A) Current Month	(B) Last Month	(C) Prior Year	
ASSETS				
Current Assets				
Cash	\$ 8,028,608	\$ 8,537,515	\$ 7,656,125	
Board Designated Funds			1,256,519	
Cash - Foundation	548,625	534,146	362,940	
Total Cash and Investments	8,577,234	9,071,661	9,275,584	
Accounts Receivable-Patients	32,640,658	31,698,518	30,698,844	
Less Allowance	(16,674,269)	(15,895,551)	(17,906,778)	
Net Patient Receivables	15,966,389	15,802,967	12,792,066	
Other Accounts Receivable	879,069	578,328	899,386	
Inventories	905,513	917,842	945,631	
Prepaid Expenses	385,199	546,508	511,926	
Total Current Assets	26,713,405	26,917,306	24,424,593	
Net Property, Plant and Equipment	37,993,179	38,157,945	38,088,414	
Other Assets	91,664	91,606	288,606	
Total Assets	\$ 64,798,248	\$ 65,166,857	\$ 62,801,613	
LIABILITIES & FUND BALANCE				
Current Liabilities				
Accounts Payable	\$ 1,473,404	\$ 1,457,580	\$ 1,625,011	
Notes Payable Current - BEMC	125,000	125,000	52,083	
Notes Payable Current - USDA	161,599	402,800	158,021	
Notes Payable Current - BB&T	360,046	360,046		
Medicare/Medicaid Settlement				
Accrued Payroll and Taxes	674,828	567,115	784,648	
Accrued Employees' Paid Days Off	1,060,483	1,032,326	1,148,716	
Current Portion of Bonds Payable			390,000	
Deferred Revenue - Taxes	726,306	871,567	671,005	
Other Current Liabilities	20,606	20,281	17,485	
Total Current Liabilities	4,602,271	4,836,715	4,846,969	
Non-Current Liabilities				
BB&T Loan	1,020,640	1,050,403		
Lease Obligations				
Bonds Payable			845,000	
USDA Loans	9,012,623	9,152,295	9,152,295	
BEMC Loan	718,750	729,167	916,667	
Total Non-Current Liabilities	10,752,013	10,931,864	10,913,962	
Total Liabilities	15,354,285	15,768,579	15,760,931	
Net Assets	48,206,199	48,207,007	46,099,702	
Excess Revenue over Expenses	689,138	657,125	578,041	
Restricted Assets	548,625	534,146	362,940	
Total Net Assets	49,443,963	49,398,277	47,040,683	
Total Liabilities & Fund Balance	\$ 64,798,248	\$ 65,166,857	\$ 62,801,613	