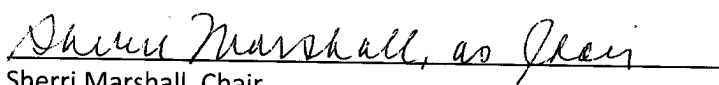


BOARD OF TRUSTEES MEETING MINUTES RECORD

DATE:	LOCATION:	START	ADJOURN
January 8, 2018	Doshier Hood Building	5:00 pm	6:42 pm
MEMBERS PRESENT: Sherri Marshall, Chair Dr. Scott Starks, Secretary Dr. Terry Pieper Jim White Robert Howard Debbie Wood		NON MEMBERS PRESENT: Tom Siemers, CEO Dan Porter, CFO Carol Northup, RN, CNO, COO Dr. Bill Bolding, Chief of Surgery Dr. Brad Hilaman, CMO Lynda Stanley, President, Doshier Foundation Dr. Robert Zukoski, Emeritus Megan Shrewsbury, Clerk of the Board Renee Spencer, State Port Pilot	

	AGENDA ITEM	DISCUSSION/CONCLUSIONS	ACTION
1.	Call To Order	Sherri Marshall, Chair called the meeting to order at 5:00pm.	
2.	Roll Call	Scott Starks Called Roll Roll Reflected Above. A quorum was present.	
4.	Approval of Minutes	Minutes to be approved: December 4, 2017	MOTION: To accept minutes of December 4, 2017 Motioned By: Jim White Seconded: Scott Starks, MD All Present in Favor The Motion Carried
5.	Management Reports	<u>Foundation Report - Lynda Stanley</u> <ul style="list-style-type: none"> Doshier received \$25,000 grant from the Orton Foundation Total received to date from Orton Foundation \$87,500 Wine and cheese event to be held at Jim and Ann White's house on Feb 6th- invitations to be sent out on Jan 16th February 8th Heart to Heart event; Dr. McCriskin will be speaker and Barbara Boland will be telling heart story February 19th will be the volunteer/employee wall unveiling March 14th Speaker coming to Wingate Inn to start process in establishing a giving program April 27th is the Annual Gala 	

		<p><u>CEO Report – Tom Siemers, CEO</u></p> <ul style="list-style-type: none"> • Made it through inclement weather; some surgeries cancelled, but otherwise business as usual • During inclement weather, clinics were closed on Thursday January 4th, reopen normal hours on Friday January 5th • NCHA winter meeting being held in Raleigh Feb 14th-16th • Physician Interview for Dr. Minor's office positive- will be following-up; interviewing with hospitalist candidates 	
		<p><u>HPHC and Duke Endowment – Scott Starks, M.D.</u></p> <ul style="list-style-type: none"> • Walk to Bethlehem with United View Ocean Methodist Church was a success; exceeded target miles of 6,160 by over 1000 miles; ended with a total of 7,300 miles walked • Approval to conduct a 5k run/1 mile walk "Spring into Wellness" on March 24th; will be held at Doshier Wellness Center; received clearance to have route through St. James; will need 50-60 volunteers; health fair will be set up with various partners • March 27th will be Diabetic Awareness- partnering with the 3 local Wal-Marts to provide A1C screenings and contact information if someone needs to follow-up with a physician 	
		<p><u>CFO Report – Dan Porter, CFO</u></p> <p><u>Financial Report</u></p> <p>The financial reports were included in the meeting packet.</p> <p>Days Cash on Hand: 75.5 Days Revenue in A/R: 77.6</p> <ul style="list-style-type: none"> ➤ Volume indicators fell slightly short for November. <ul style="list-style-type: none"> ○ Total revenue down 0.5%. ○ IP was down 4% and OP figures were down 1%. ○ Clinic revenue up 32%. ➤ Payor mix trend was favorable. <p>For the month, Excess from Operations <\$58k> Operations YTD <\$262k> Total Excess Over Expenses YTD \$190k.</p> <p>December trending at \$9.4M gross revenue.</p>	

6.	New Business	Confidentiality and Conflicts of Interest Statements signed for 2018	
7.	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: Scott Starks, MD All in Favor The Motion Carried
8.	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: Scott Starks, MD Seconded by : Terry Pieper, MD All In Favor The Motion Carried
9.	ADJOURN	The meeting was adjourned at 6:42 pm.	MOTION: To Adjourn the Board of Trustees Motioned By: Scott Starks, M.D. Seconded By: Terry Pieper, M.D. All In Favor. The Motion Carried
	Board Minutes Accepted	 Sherri Marshall, Chair	

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

	(A) Current Month	(B) Last Month	(C) Prior Year	
ASSETS				
1 Current Assets				1
2 Cash	\$ 7,909,321	\$ 9,090,064	\$ 7,738,343	2
3 Board Designated Funds				3
4 Cash - Foundation	655,004	623,294	503,745	4
5				5
6 Total Cash and Investments	8,564,326	9,713,358	8,242,088	6
7				7
8 Accounts Receivable-Patients	26,253,552	26,604,939	29,790,175	8
9 Less Allowance	(13,164,746)	(13,668,540)	(14,839,606)	9
10				10
11 Net Patient Receivables	13,088,806	12,936,398	14,950,569	11
12				12
13 Other Accounts Receivable	563,566	381,084	1,273,347	13
14 Inventories	902,814	868,957	932,754	14
15 Prepaid Expenses	736,585	622,020	368,607	15
16				16
17 Total Current Assets	23,856,097	24,521,817	25,767,366	17
18				18
19 Net Property, Plant and Equipment	37,388,410	37,378,925	38,792,631	19
20 Other Assets	93,065	93,711	90,977	20
21				21
22 Total Assets	\$ 61,337,572	\$ 61,994,453	\$ 64,650,974	22
23				23
LIABILITIES & FUND BALANCE				24
25 Current Liabilities				25
26 Accounts Payable	\$ 1,799,737	\$ 2,118,363	\$ 1,918,143	26
27 Notes Payable Current - BEMC	125,000	125,000	125,000	27
28 Notes Payable Current - USDA	315,091	293,163	313,789	28
29 Notes Payable Current - BB&T	377,352	377,352	240,746	29
30 Medicare/Medicaid Settlement				30
31 Accrued Payroll and Taxes	484,162	746,194	792,480	31
32 Accrued Employees' Paid Days Off	894,012	1,206,572	1,184,123	32
33 Current Portion of Bonds Payable				33
34 Deferred Revenue - Taxes	-	-	-	34
35 Other Current Liabilities	24,789	24,989	17,636	35
36				36
37 Total Current Liabilities	4,020,142	4,891,633	4,591,919	37
38				38
39 Non-Current Liabilities				39
40 BB&T Loan	824,879	854,701		40
41 Lease Obligations			1,259,254	41
42 Bonds Payable				42
43 USDA Loans	9,012,623	9,012,623	9,152,295	43
44 BEMC Loan	645,834	656,250	770,833	44
45				45
46 Total Non-Current Liabilities	10,483,336	10,523,574	11,182,382	46
47				47
48 Total Liabilities	14,503,478	15,415,206	15,774,300	48
49				49
50 Net Assets	45,988,415	45,862,358	48,206,859	50
51 Excess Revenue over Expenses	190,675	93,595	166,070	51
52 Restricted Assets	655,004	623,294	503,745	52
53				53
54 Total Net Assets	46,834,094	46,579,246	48,876,674	54
55				55
56 Total Liabilities & Fund Balance	\$ 61,337,572	\$ 61,994,453	\$ 64,650,974	56

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

		(A)	(B)	(C)	(D)	(E)	(F)	
		Current Month			Year-to-Date			
		Actual	Budget	Prior Year	Actual	Budget	Prior Year	
1	REVENUE:							1
2	Inpatient Revenue	\$ 1,591,029	\$ 1,656,814	\$ 1,782,729	\$ 3,246,158	\$ 3,290,259	\$ 3,395,817	2
3	Outpatient Revenue	8,249,164	8,368,420	7,752,689	16,470,494	17,011,689	15,729,554	3
4	Nursing Center Revenue			(261)			(156)	4
5	Clinics Revenue	556,911	421,453	582,381	1,070,502	869,917	1,143,039	5
6	Total Patient Service Revenue	10,397,104	10,446,687	10,117,538	20,787,155	21,171,865	20,268,255	6
7	Deductions From Revenue	(7,075,292)	(7,127,710)	(6,829,338)	(14,145,009)	(14,445,442)	(13,640,971)	7
8								8
9	Net Patient Service Revenue	3,321,812	3,318,977	3,288,200	6,642,145	6,726,423	6,627,284	9
10	Other Operating Revenue	186,914	171,535	152,375	459,553	346,823	300,834	10
11								11
12	Total Revenue	3,508,726	3,490,512	3,440,575	7,101,698	7,073,246	6,928,118	12
13								13
14	OPERATING EXPENSES:							14
15	Salaries	1,377,371	1,339,147	1,329,992	2,806,813	2,701,751	2,691,343	15
16	Employee Benefits	273,215	325,406	274,022	594,338	689,698	613,349	16
17	Professional & Purchased Services	591,796	582,222	610,764	1,225,025	1,179,655	1,181,148	17
18	Medical Supplies & Materials	640,935	647,731	619,157	1,375,851	1,312,730	1,286,369	18
19	Other General Expenses	435,595	391,445	384,290	868,893	782,891	770,787	19
20	Interest	25,100	25,008	25,378	47,028	50,083	50,859	20
21	Depreciation	222,982	234,682	229,257	446,168	471,626	459,122	21
22								22
23	Total Operating Expenses	3,566,996	3,545,641	3,472,859	7,364,114	7,188,434	7,052,979	23
24								24
25	Earnings Before Interest, Depreciation & Amortization (EBIDA)	189,813	204,561	222,351	230,780	406,521	385,121	25
26								26
27	Excess From Operations	(58,270)	(55,129)	(32,284)	(262,416)	(115,188)	(124,860)	27
28								28
29	Non-Operating Revenue	155,350	157,238	141,842	453,091	314,476	290,930	29
30								30
31	Excess Over Expenses (After Extraordinary Items)	\$ 97,080	\$ 102,109	\$ 109,558	\$ 190,675	\$ 199,288	\$ 166,070	31

J. ARTHUR DOSHER MEMORIAL HOSPITAL
STATISTICS
November-17

		(A)	(B)	(C)	(D)	(E)	(F)	
		Month	Month	Prior Month	FYTD	FYTD	Prior FYTD	
		Actual	Budget	Actual	Actual	Budget	Actual	
1	Medical Admissions	51	58	49	100	105	99	1
2	Swing Bed Admissions	3	2	5	8	4	5	2
3	Surgical Admissions	28	28	27	55	57	50	3
4	Total Admissions	82	88	81	163	166	154	4
5								5
6	Census Days	215	249	200	415	459	459	6
7	Swing Bed Census Days	36	13	55	91	25	49	7
8	Total Census Days (Includes Swing Bed)	251	262	255	506	484	508	8
9	Average Daily Census (Includes Swing Bed)	8.4	8.7	8.2	8.3	7.9	8.3	9
10	Average Daily Census (Excludes Swing Bed)	7.2	8.3	6.5	6.8	7.0	7.5	10
11	Average Length of Stay (Excludes Swing Bed)	2.8	3.0	2.5	2.7	3.0	3.1	11
12	Observation Patients	40	47	39	79	98	105	12
13	Discharges	1,299	1,206	1,115	2,414	2,558	3,095	13
14	Hours							14
15	Operating Room Procedures:							15
16	Inpatient	38	31	32	70	64	72	15
17	Outpatient	170	146	158	328	283	248	16
18	Endoscopy Procedures:							17
19	Inpatient	1	2	2	3	4	5	18
20	Outpatient	56	53	42	98	105	99	19
21	Laboratory:							20
22	Inpatient	1,070	1,188	918	1,988	2,263	2,107	21
23	Outpatient	10,634	10,107	11,554	22,188	20,638	22,383	22
24	Diagnostic Imaging:							23
25	Inpatient	86	121	90	176	226	191	24
26	Outpatient	2,394	2,369	2,600	4,994	4,848	4,716	25
27	Cardiopulmonary:							26
28	Inpatient	171	273	103	274	421	440	27
29	Outpatient	176	213	157	333	390	377	28
30	Sleep Studies	31	24	39	70	41	41	29
31	EKG, Stress Test,							30
32	& Holter Monitor							31
33	Inpatient	26	17	17	43	33	31	32
34	Outpatient	313	274	300	613	559	517	33
35	Physical Therapy:							34
36	Visits	860	766	818	1,678	1,444	1,429	35
37	Treatments	1,970	1,382	2,064	4,034	2,703	3,762	36
38	Cardiac Rehab:							37
39	Diabetic Program:							38
40	Visits	517	442	574	1,091	920	931	39
41	Wound Care Program:							40
42	New Patient Registrations	19	19	29	48	32	45	41
43	Visits	224	176	245	469	357	425	42
44	Meals Served:							43
45	Patients	4,040	4,644	4,310	8,350	9,306	8,928	44
46	Others	2,068	2,487	2,062	4,130	5,067	5,666	45
47	Emergency Room:							46
48	Visits	944	995	1,021	1,965	2,015	1,980	47
49	Admitted	52	62	44	96	110	102	48
50	Transfers	46	27	29	75	65	55	49
51	Total Outpatient Visits (EXCL ER)	4,801	4,467	5,102	9,903	8,888	9,440	50
52								51
53	Clinic Visits:							52
54	Dosher Medical 9th Street							53
55	Start 07/01/11	263	256	257	520	493	507	54
56	Dosher Medical Howe Street	311	244	273	584	559	600	55
57	Start 10/1/2014	287	283	319	606	587	587	56
58	Dosher Medical Smithville Crossing	288	341	358	646	668	646	57
59	Start 6/22/2014	512	438	549	1,061	875	977	58
60	Dosher Medical Long Beach Rd							59
61	Start 06/12/12	-	-	-	-	-	346	60
62	Dosher Medical Bolivia							61
63	Start 10/20/2014	-	-	-	-	-	349	62
64	Dosher Medical Holden Beach							63
65	Start 9/6/2016	550	366	485	1,035	737	776	64
66	Dosher Medical Wellness Ctr Clinic	255	188	201	456	378	426	65
67	Start 11/1/2014	-	-	-	-	-	-	66
68	Dosher Medical Vaughan's Clinic							67
69	Start 2/1/2015	-	-	-	-	-	-	68
70	Dosher Medical Surgical Clinic							69
71	Start 02/01/15	101	76	98	199	179	176	70
72	Dosher Medical Baldhead							71
73	start 05/22/15	-	-	-	-	-	-	72
74	Total Clinic Visits	2,567	2,194	2,540	5,107	4,475	5,390	73
75								74
76	New Patient Clinic Visits:							75
77	Dosher Medical 9th Street							76
78	15			17			61	77
79	Dosher Medical Howe Street							78
80	22			12			37	79
81	Dosher Medical Smithville Crossing							80
82	3			8			45	81
83	Dosher Medical Long Beach Rd							82
84	107			105			315	83
85	Dosher Medical Oak Island							84
86	22			13			64	85
87	Dosher Medical Bolivia							86
88	0			0			17	87
89	Dosher Medical Holden Beach							88
90	0			0			31	89
91	Dosher Medical Wellness Clinic							90
92	64			55			172	91
93	Dosher Medical Women's Health							92
94	8			4			15	93
95	Dosher Medical Surgical Clinic							94
96	58			68			25	95
97	Dosher Medical Baldhead							96
98	0			0			0	97
99	Total Clinic Visits	299		282			782	98