

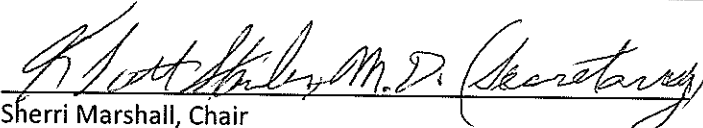
BOARD OF TRUSTEES MEETING MINUTES RECORD

DATE:	LOCATION:	START	ADJOURN
06/04/2018	Doshier Hood Building	5:00 pm	6:09pm
MEMBERS PRESENT: Sherri Marshall, Chair Karen Taylor, Vice 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. Brad Hilaman, CMO Dr. Domenic Palagruto, Chief of Staff Lynda Stanley, President, Doshier Foundation Dr. Robert Zukoski, Emeritus Marjorie Sparks, Clerk of the Board Terry Pope, State Port Pilot Andrea Merritt, Athena Compliance Partners	

	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: May 07, 2018	MOTION: To accept minutes of Motioned By: Jim White Seconded: Scott Starks, M.D. All Present in Favor The Motion Carried
5.	Special Presentations	<u>Compliance Update</u> Andrea Merritt with Athena Compliance Partners	
6.	Management Reports	<u>Foundation Report - Lynda Stanley</u> <ul style="list-style-type: none"> Gala raised \$70K New board member candidates require final approval – David Bearne, Tom Cavanaugh, Jwantana Gardner Frink brought before the board. Joey Smith has withdrawn name June 5th is the Foundation Breakfast at 7:30a <ul style="list-style-type: none"> Tom Siemers is the key note speaker 125-130 expected attendance Wine and Cheese event is being hosted at Peggy Campbell's residence this week 	MOTION: To accept new Foundation Board Members Motioned By: Jim White Seconded: Debbie Wood All Present in Favor The Motion Carried

		<ul style="list-style-type: none"> • Adding another event this year – Duke Energy is underwriting a fundraiser partnership with us for a “Jazz on the Lawn” at the Welcome center in September • Foundation approved the purchase of the Vascular Ultrasound Table and Sonography Chair during the May board meeting. A Hokanson Rapid Cuff Inflation System was also approved and will be placed at the Wellness Center. 	
		<p><u>CEO Report – Tom Siemers, CEO</u></p> <ul style="list-style-type: none"> • June 11th start date for Bald Head Island’s new clinic in new public safety building <ul style="list-style-type: none"> ◦ Same PA & group of staff going over as last year • Chosen for best hospital in Brunswick County for 2018 • 23 hospitals that had 4-star Medicare ranking – Doshier is one of those hospitals 	
		<p><u>HPHC and Duke Endowment – Scott Starks, M.D.</u></p> <ul style="list-style-type: none"> • Starting to receive more public recognition –expanding into the community and parts of the community that were previously underserved • Bylaws and charters still not solidified and permanently in place. Will hopefully be completed this week • Lynda Stanley will be transitioning into a more permanent chair position 	
		<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: 82.3 Days Revenue in A/R: 64.3</p> <ul style="list-style-type: none"> ➤ Volume indicators rose/fell for. Yellow - cautionary <ul style="list-style-type: none"> ◦ Total revenue down 1%. ◦ IP was up 10 % and OP figures were down 3%. ◦ Clinic revenue up 1%. ➤ Payor mix trend not favorable. ➤ Expenses were not favorable <p>For the month, Excess from Operations <296K> Operations YTD <1.4M> Total Excess Over Expenses YTD <117K></p> <p>May trending at \$10.6M gross revenue.</p>	
		<p><u>Finance Committee Report-Robert Howard, Trustee</u></p> <ul style="list-style-type: none"> • CEO to make announcement of 2019 budget soon • Tough decisions ahead but manageable 	

		<u>Marketing Committee Report-Jim White, trustee</u> <ul style="list-style-type: none"> Met with Joe Agovino at May's meeting. Joe is putting together a community outreach committee to be eyes & ears around the township for Doshier Reviewed the marketing strategy from last year that was presented to board February of 2017. <ul style="list-style-type: none"> Still dealing with what is the basic message in marketing and how Doshier should get it out. Has set deadline of July 4th to define primary message which will help define the marketing budget. Requested board members to give 4-5 words that describe Doshier. Next meeting is Monday June 11th 	
		<u>IOP Report- Carol Northup, CNO</u> <ul style="list-style-type: none"> Dietary received the Platinum A Award in April for 95%+ score from Health Department for 2nd consecutive year Started room service option for patients over the weekend New trailer parked behind discharge doors in PCU – mobile MRI will be there until the permanent machine is operational later this year <ul style="list-style-type: none"> Hours are being structured for MRI, not 24/7 but will have Saturday hours 	
6.	New Business	<ul style="list-style-type: none"> Monthly "Joe Letter" – 2 this month Joann Turzer-Comnesso and PCU staff for exceeding HCAHPS targets of 75% with 90%+ scores in patient satisfaction from November 2017 to May 2018 Chief Smith and Southport Police Department for being particularly helpful for the last week Jim White resignation – board accepts resignation effective as of July 1st – last meeting tonight 	
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: Karen Taylor 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

		Upcoming Meetings for the month of June June 11 th Marketing Committee Meeting 9:00am June 12 th Debbie Wood hospital tour June 13 th Joint Conference Committee June 15 th Board Retreat June 20 th IOP Meeting with Karen Taylor and Robert Howard, Terry Pieper to chair	Addendum. Motioned by: Scott Starks, M.D. Seconded by : Jim White All In Favor The Motion Carried
9.	ADJOURN	The meeting was adjourned at 6:09 pm.	MOTION: To Adjourn the Board of Trustees Motioned By: Jim White Seconded By: Karen Taylor All In Favor. The Motion Carried
	Board Minutes Accepted	 Sherri Marshall, Chair	

**J. ARTHUR DOSHER MEMORIAL HOSPITAL
BALANCE SHEET
AS OF APRIL 30, 2018**

	(A) Current Month	(B) Last Month	(C) Prior Year	
ASSETS				
1 Current Assets				1
2 Cash	\$ 8,935,265	\$ 8,565,070	\$ 8,028,608	2
3 Board Designated Funds				3
4 Cash - Foundation	735,356	700,481	548,625	4
5				5
6 Total Cash and Investments	9,670,620	9,265,550	8,577,234	6
7				7
8 Accounts Receivable-Patients	23,301,528	22,401,966	32,640,658	8
9 Less Allowance	(9,900,240)	(8,303,981)	(16,288,057)	9
10				10
11 Net Patient Receivables	13,401,288	14,097,985	16,352,601	11
12				12
13 Other Accounts Receivable	210,470	409,042	492,857	13
14 Inventories	892,000	908,237	905,513	14
15 Prepaid Expenses	767,087	855,644	385,199	15
16				16
17 Total Current Assets	24,941,465	25,536,457	26,713,404	17
18				18
19 Net Property, Plant and Equipment	36,792,603	36,977,793	37,993,179	19
20 Other Assets	80,734	83,255	91,664	20
21				21
22 Total Assets	\$ 61,814,801	\$ 62,597,505	\$ 64,798,248	22
23				23
LIABILITIES & FUND BALANCE				24
25 Current Liabilities				25
26 Accounts Payable	\$ 1,717,406	\$ 2,051,204	\$ 1,473,404	26
27 Notes Payable Current - BEMC	125,000	125,000	125,000	27
28 Notes Payable Current - USDA	165,280	402,800	161,599	28
29 Notes Payable Current - BB&T	377,352	377,352	360,046	29
30 Medicare/Medicaid Settlement				30
31 Accrued Payroll and Taxes	750,945	634,541	674,828	31
32 Accrued Employees' Paid Days Off	1,115,507	1,054,859	1,060,483	32
33 Current Portion of Bonds Payable				33
34 Deferred Revenue - Taxes	793,567	952,280	726,306	34
35 Other Current Liabilities	27,005	26,905	20,606	35
36				36
37 Total Current Liabilities	5,072,061	5,624,941	4,602,271	37
38				38
39 Non-Current Liabilities				39
40 BB&T Loan	676,390	676,390	1,020,640	40
41 Lease Obligations				41
42 Bonds Payable				42
43 USDA Loans	8,868,936	9,012,623	9,012,623	43
44 BEMC Loan	593,750	604,167	718,750	44
45				45
46 Total Non-Current Liabilities	10,139,076	10,293,180	10,752,013	46
47				47
48 Total Liabilities	15,211,138	15,918,121	15,354,285	48
49				49
50 Net Assets	45,985,188	45,985,456	48,206,199	50
51 Excess Revenue over Expenses	(116,880)	(6,553)	689,138	51
52 Restricted Assets	735,356	700,481	548,625	52
53				53
54 Total Net Assets	46,603,663	46,679,384	49,443,963	54
55				55
56 Total Liabilities & Fund Balance	\$ 61,814,801	\$ 62,597,505	\$ 64,798,248	56

**J. ARTHUR DOSHER MEMORIAL HOSPITAL
OPERATING STATEMENT
MONTH ENDING APRIL 30, 2018**

	(A)	(B)	(C)	(D)	(E)	(F)	
	Current Month			Year-to-Date			
	Actual	Budget	Prior Year	Actual	Budget	Prior Year	
REVENUE:							
1 Inpatient Revenue	\$ 1,944,456	\$ 1,773,396	\$ 1,884,338	\$ 12,319,130	\$ 12,097,854	\$ 12,340,279	1
2 Outpatient Revenue	8,125,662	8,362,831	7,832,663	57,858,122	59,111,878	56,169,108	2
3 Nursing Center Revenue						(156)	3
4 Clinics Revenue	480,767	477,169	458,228	3,512,381	3,260,791	3,723,108	4
5							5
6 Total Patient Service Revenue	10,550,886	10,613,396	10,175,229	73,689,633	74,470,523	72,232,338	6
7 Deductions From Revenue	(7,206,803)	(7,241,455)	(6,917,936)	(50,350,846)	(50,810,797)	(48,855,416)	7
8							8
9 Net Patient Service Revenue	3,344,083	3,371,941	3,257,293	23,338,788	23,659,726	23,376,922	9
10 Other Operating Revenue	229,826	183,984	161,500	1,707,082	1,249,949	1,120,732	10
11							11
12 Total Revenue	3,573,909	3,555,925	3,418,794	25,045,870	24,909,675	24,497,654	12
13							13
OPERATING EXPENSES:							14
15 Salaries	1,444,031	1,346,972	1,323,487	9,986,231	9,455,533	9,357,381	15
16 Employee Benefits	388,390	320,667	326,606	2,375,233	2,351,198	2,273,788	16
17 Professional & Purchased Services	647,870	582,222	606,363	4,299,739	4,105,978	4,337,169	17
18 Medical Supplies & Materials	716,243	658,067	670,032	4,976,086	4,617,437	4,680,433	18
19 Other General Expenses	430,678	391,447	410,609	3,088,373	2,740,122	2,686,512	19
20 Interest	21,593	24,343	25,159	171,927	173,778	177,687	20
21 Depreciation	221,174	225,269	226,977	1,573,742	1,626,272	1,602,257	21
22							22
23 Total Operating Expenses	3,869,978	3,548,987	3,589,233	26,471,330	25,070,318	25,115,227	23
24							24
25 Earnings Before Interest, Depreciation & Amortization (EBIDA)	(53,303)	256,550	81,696	320,208	1,639,407	1,162,371	25
26							26
27 Excess From Operations	(296,069)	6,938	(170,440)	(1,425,460)	(160,643)	(617,573)	27
28							28
29 Non-Operating Revenue	185,742	157,227	202,453	1,308,580	1,100,633	1,306,711	29
30							30
31 Excess Over Expenses (After Extraordinary Items)	\$ (110,327)	\$ 164,165	\$ 32,013	\$ (116,880)	\$ 939,990	\$ 689,138	31

J. ARTHUR DOSHER MEMORIAL HOSPITAL
STATISTICS
April-18

		(A)	(B)	(C)	(D)	(E)	(F)	
		Month	Month	Prior Month	FYTD	FYTD	Prior FYTD	
		Actual	Budget	Actual	Actual	Budget	Actual	
1	Medical Admissions	55	52	50	365	370	364	1
2	Swing Bed Admissions	1	2	2	17	12	17	2
3	Surgical Admissions	35	31	47	218	219	210	3
4	Total Admissions	91	86	99	600	601	591	4
5								5
6	Census Days Medical	162	177	142	1,037	1,216	1,307	6
7	Census Days Surgical	55	59	88	403	450	381	7
8	Census Days Swing Bed	1	4	23	211	91	120	8
9	Total Census Days	218	240	253	1,651	1,757	1,808	9
10								10
11	Average Daily Census Medical	5.4	5.9	4.6	4.9	5.7	6.2	11
12	Average Daily Census Surgical	1.8	2.0	2.8	1.9	2.1	1.8	12
13	Average Daily Census Swing Bed	0.0	0.1	0.7	1.0	0.4	0.6	13
14	Total Average Daily Census	7.3	8.0	8.1	7.8	8.3	8.5	14
15								15
16	Average Length of Stay Medical	3.1	2.9	2.9	2.8	2.8	2.8	16
17	Average Length of Stay Surgical	1.7	2.4	1.8	1.9	1.9	1.9	17
18	Average Length of Stay Swing Bed	-	2.0	11.5	11.9	11.9	11.9	18
19	Average Length of Stay Total (Excludes Swing Bed)	2.5	3.0	2.3	2.5	3.0	2.9	19
20								20
21	Observation Patients	48	48	51	325	372	371	21
22	Hours	1,421	1,480	1,642	9,882	10,853	10,955	22
23								23
24	Operating Room Procedures:	40	30	50	254	235	244	24
25	Outpatient	168	171	172	1,169	1,121	1,067	25
26								26
27	Endoscopy Procedures:	2	3	-	8	19	21	27
28	Outpatient	55	54	60	344	376	340	28
29								29
30	Laboratory:	850	1,090	866	6,495	7,859	7,900	30
31	Outpatient	11,401	11,313	11,476	78,165	75,352	77,668	31
32								32
33	Diagnostic Imaging:	108	126	120	735	825	775	33
34	Outpatient	2,377	2,560	2,514	17,384	17,673	17,003	34
35								35
36	Cardiopulmonary:	271	203	258	1,443	1,630	1,631	36
37	Outpatient	162	247	205	1,490	1,717	1,691	37
38	Sleep Studies	28	29	34	213	187	187	38
39								39
40	EKG, Stress Test,							40
41	& Holter Monitor							41
42	Procedures:	17	15	23	134	117	116	42
43	Outpatient	337	345	343	2,250	2,181	2,090	43
44								44
45	Physical Therapy:	743	746	801	5,287	5,291	5,196	45
46	Treatments	1,793	1,163	1,898	12,762	9,364	12,848	46
47								47
48	Cardiac Rehab:	614	628	749	4,308	3,798	3,644	48
49	Diabetic/Weight Mgmt Program:	26	10	26	145	73	73	49
50								50
51	Wound Care Program:	24	22	24	156	143	161	51
52	Visits	199	186	203	1,485	1,271	1,426	52
53								53
54	Meals Served:	3,033	4,559	4,589	29,416	33,011	32,485	54
55	Others	1,979	2,037	2,185	13,956	16,798	17,437	55
56								56
57	Emergency Room:	955	1,080	997	6,896	7,299	7,351	57
58	Admitted	57	59	58	372	391	384	58
59	Transfers	48	40	24	223	242	234	59
60	Total Outpatient Visits (EXCL ER)	4,931	4,702	5,222	34,355	32,572	33,225	60
61								61
62								62
63	Clinic Visits:							63
64	Dosher Medical 9th Street	248	253	272	1,833	1,804	1,886	64
65	Dosher Medical Howe Street	320	253	310	2,046	1,925	1,958	65
66	Dosher Medical Smithville Crossing	298	287	326	2,150	2,122	2,108	66
67	Dosher Medical Long Beach Rd	370	372	332	2,465	2,489	2,700	67
68	Dosher Medical Oak Island	486	497	509	3,570	3,124	3,345	68
69	Dosher Medical Bolivia	-	-	-	-	-	651	69
70	Dosher Medical Holden Beach	-	-	-	-	-	500	70
71	Dosher Medical Wellness Center	586	514	581	3,791	3,166	3,373	71
72	Dosher Medical Women's Health	194	192	187	1,429	1,410	1,401	72
73	Dosher Medical Vaughan's	-	-	-	-	-	-	73
74	Dosher Medical Surgical	98	96	115	691	684	675	74
75	Dosher Medical Baldhead	-	-	-	-	-	-	75
76	Total Clinic Visits	2,600	2,463	2,632	17,975	16,726	18,597	76
77								77
78	New Patient Clinic Visits:							78
79	Dosher Medical 9th Street	16		13	121		246	79
80	Dosher Medical Howe Street	18		21	128		64	80
81	Dosher Medical Smithville Crossing	1		13	44		114	81
82	Dosher Medical Long Beach Rd	136		138	849		1164	82
83	Dosher Medical Oak Island	9		17	103		159	83
84	Dosher Medical Bolivia	0		0	0		26	84
85	Dosher Medical Holden Beach	0		0	0		41	85
86	Dosher Medical Wellness Center	56		70	402		686	86
87	Dosher Medical Women's Health	12		9	53		43	87
88	Dosher Medical Surgical	57		52	378		134	88
89	Dosher Medical Baldhead	0		0	0		0	89
90	Total Clinic Visits	305		333	2078		2677	90