

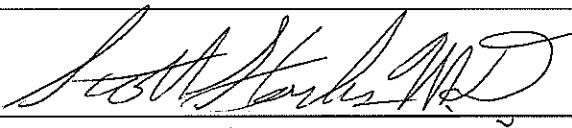
BOARD OF TRUSTEES MEETING MINUTES RECORD

DATE:	LOCATION:	START	ADJOURN
01/07/2019	Doshier Memorial Hospital Conference Room	5:00 pm	5:38 pm
MEMBERS PRESENT: Dr. Scott Starks, Chair Sherri Marshall, Vice-Chair Robert Howard, Secretary Karen Taylor Dr. Terry Pieper, Chief of Staff Debbie Wood Linda Pukenas		NON MEMBERS PRESENT: Tom Siemers, CEO Dan Porter, CFO Carol Northup, RN, CNO, COO Lynda Stanley, President, Doshier Foundation Dr. Robert Zukoski, Emeritus Marjorie Sparks, Clerk of the Board Terry Pope, State Port Pilot	

	AGENDA ITEM	DISCUSSION/CONCLUSIONS	ACTION
1.	Call To Order	Dr. Scott Starks, Chair called the meeting to order at 5:03pm.	
2.	Roll Call	Robert Howard Called Roll Roll Reflected Above. A quorum was present	
4.	Approval of Minutes	Minutes to be approved: Amend December 03, 2018, minutes to reflect Debbie Wood as marketing chair and remove Jim White Amended minutes approved	MOTION: To accept amended minutes of December 03, 2018 Motioned By: Sherri Marshall Seconded: Debbie Wood All Present in Favor The Motion Carried
5.	Special Presentations	<ul style="list-style-type: none"> Board members toured the new MRI suite led by Diagnostic Imaging Director Connie Pitman Board Members toured the Wound Care Center led by Director John Stone 	
5.	Management Reports	Foundation Report - Lynda Stanley <ul style="list-style-type: none"> Heart to Heart event is coming up on February 7, 2019 <ul style="list-style-type: none"> Lynda expressed appreciation if the board members would help sell tickets & promote event Debbie Wood & Joyce John are co-chairing event Dr. Meena Rao from Cape Fear Heart Associates will be the cardiologist guest speaker Requesting that guests bring an item for the Brunswick Wellness Coalition's Healthy Giving 	

		<p>campaign to the event</p> <ul style="list-style-type: none"> • Read letter of bequest for \$100K to foundation in will from Frank and Nancy Marchetti – in daughter's (Katrina) name • Dr. Starks and Robert Howard attended the wine & cheese even at the Marchetti's on December 17th, had a good turnout 	
		<p><u>CEO Report – Tom Siemers, CEO</u></p> <ul style="list-style-type: none"> • Virtual Hospitalist program <ul style="list-style-type: none"> ○ Went live on December 12th ○ Tom stayed all night first two nights to ensure program ran smoothly ○ Tom read a compliment from patient Carl Shaw concerning the service – was apprehensive at first but really liked the way it went ○ Carol - Every nurse was trained to know how to work the cart and all troubleshooting for protocols; did practice runs, JD inputted all information for tele-hospitalists into Epic system; had a couple issues with cart and sound bar but everything is running smoothly • Tom said patients first night reacted really well to it, hospitalists were very personable, large screen sound is crystal clear, makes it seem like the person is in the room, can magnify it to look at specific parts of the body if needed, • Dr. Starks commented that with Dr. Hatem heading the physician support that there appears to be a more positive attitude and persona from the ED physicians to the daytime hospitalists and is anticipating an increase in admissions in both the daytime hospitalists and the virtual from implementing this program 	
		<p><u>Brunswick Wellness Coalition Report – Lynda Stanley</u></p> <ul style="list-style-type: none"> • Upcoming annual meeting on Wednesday January 9, 2019, at the Cooperative Extension in Bolivia at the government complex – anticipating a large turnout – Lynda invited the board to attend 	
		<p><u>CFO Report – Dan Porter, CFO</u></p> <ul style="list-style-type: none"> • Dan recognized Sherri Marshall and all she has done and accomplished as the chairperson of the board from 2011-2018. • One of Sherri's first questions to Dan when he was hired was, "What can the board do for you?" <ul style="list-style-type: none"> ○ Dan said 1) that the board members leave personal agenda at home and 2) that the board support the senior team ○ With Sherri's guidance for these years the board has done both <p><u>Financial Report</u></p> <p>The financial reports were included in the meeting packet.</p>	

		<p>Days Cash on Hand: 75.9 Days Revenue in A/R: 68.9</p> <ul style="list-style-type: none"> ➤ Volume indicators fell for November. <ul style="list-style-type: none"> ○ Total revenue down 7%. ○ IP was down 5% and OP figures were down 8%. ○ Clinic revenue down 2%. ➤ Payor mix trend was favorable (neutral). ➤ Expenses were favorable. <ul style="list-style-type: none"> • For the month, Excess from Operations <\$170K> • Operations YTD <\$327K> • Total Excess Over Expenses YTD \$7K • December trending at \$9.7M gross revenue. 	
		<p><u>Finance Committee Report-Robert Howard, Trustee</u></p> <ul style="list-style-type: none"> • Nothing to report – did not meet in January • Next meeting is February 4, 2019 	
		<p><u>Marketing Committee Report-Debbie Wood, trustee</u></p> <ul style="list-style-type: none"> • Nothing to report – did not meet since last board meeting 	
		<p><u>IOP Report & Nursing Report- Carol Northup, CNO</u> Nothing to report</p>	
6.	New Business	<p><u>Credentialing Addendum</u></p> <ul style="list-style-type: none"> • The Credentialing Addendum was presented by Dr. Terry Pieper, Chief of Staff, and approved as presented. • Committee Grid was presented to the board members & assignments given and any objections were requested <ul style="list-style-type: none"> ○ Joint Conference Committee – 3 trustees would overwhelm medical staff representation – 2 trustees for the board, Chief of Staff & Vice Chief for medical staff, and CMO & CEO for administrative representation • Monthly “Joe” Letter to Rhonda Leverett, instrumental part of the team and most people don’t know her until they need her or have a problem and she’s done a great job • Confidentiality Agreement and Conflict of Interest Statements were passed out for signatures for annual files • It was decided to address next month’s “Joe Letters” to Connie Pitman and Steve Durant next month per Carol for 	<p>MOTION: To accept the Credentialing presented as indicated on the Credentialing Addendum. Motioned by: Sherri Marshall Seconded by : Debbie Wood All In Favor The Motion Carried</p>

		their time and efforts with the MRI machine & installation	
7.	CLOSED SESSION	NO CLOSED SESSION	
8.	OPEN SESSION ADDITIONAL BUSINESS	<ul style="list-style-type: none"> Board Retreat this Friday, January 11, 2019, at 3:00pm at the Hood Building <ul style="list-style-type: none"> Closed session meeting Tom will give initial presentation then will leave for the remainder of the meeting to allow for executive session 	
9.	ADJOURN	The meeting was adjourned at 5:38 pm.	MOTION: To Adjourn the Board of Trustees Motioned By: Sherri Marshall Seconded By: Karen Taylor All In Favor. The Motion Carried
	Board Minutes Accepted	 Scott Starks, M.D., Chair	