

Jackson Parish Hospital
Governing Board Minutes
February 27, 2019

The regular scheduled Governing Board of Directors meeting of Jackson Parish Hospital was held on Wednesday, February 27, 2019, in the Hospital Board Room. Board members present were Chris Bowman, Shontae Mims, Angela Curtis, and Dr. Rebecca Crouch. Hospital staff present were John Morgan, Dr. Jason Thomas, Bill Stansbury, Dr. William Slusher, Sunni Bougues, Amber Brazzel, Shelley Malsam, and Mauri McBride.

Bowman called the meeting to order at 12:07 p.m. and Morgan gave the Invocation. There were 4 of the 5 members by Act 171 present; therefore, there was a quorum present.

Following a motion by Crouch and second by Mims, the February 27, 2019 meeting agenda was unanimously approved.

Following a motion by Curtis and second by Mims, the minutes from the January 30, 2019 meeting were approved with a correction made to a typo on page 4. All members present were in favor and the motion carried.

There were no public present.

Bollier presented the Annual Quality Report to the Board. There was a motion by Curtis and a second by Mims to approve the Quality Report as presented. All members present were in favor and the motion carried.

Bowman then opened the floor for the 2019 Election of Officers. Mims nominated Dr. Rebecca Crouch for the 2019 Governing Board Chairman. Curtis then seconded the motion made by Mims. With no other nominations, Dr. Rebecca Crouch was declared the 2019 Governing Board Chairman by acclamation. Crouch noted that she would prefer Bowman finish the remainder of the meeting as Chair. Dr. Crouch then nominated Mims for Vice-Chair. Mims declined this nomination. Crouch then nominated Curtis for Vice-Chair. With no other nominations, Curtis was declared the 2019 Governing Board Vice-Chairman by acclamation.

Dr. William Slusher, Chief of Staff, noted that the Medical Staff meeting for the month of January was an educational meeting; therefore, he did not have any information to report on.

During the Chief Executive Officer's Report, Morgan presented Resolution #017, Authorizing Bill Stansbury, CFO, and the 2019 Governing Board Chairman and Vice-Chairman to be added to the authorized signatures card at Jonesboro State Bank. There was a motion by Curtis and a second by Bowman to adopt Resolution #017. Bowman then read the resolution aloud and requested a roll call vote. Board members present voted as follows: Curtis- Aye, Mims- Aye, Crouch- Aye, and Bowman- Aye. There were zero Nays, zero Abstains, and zero Absentee members. Morgan then read aloud a letter addressed to the Board and himself in regard to the proficient care that was received at JPH. This heartfelt letter was from a thankful and appreciative patient's family member. There was a motion by Mims and Second by Curtis to approve the CEO Report as presented. All members present were in favor and the motion carried.

Dr. Thomas informed the Board that there has been great progress made with the Telemedicine Program and we have begun receiving payments for these services. There was a discussion on the logistics of the Telemedicine Program. Dr. Thomas then provided the Board with an update on the Patient Mock-Up Room Remodel, stating that it is showing considerable progress and that he anticipated its completion by the next board meeting. He presented to the Board numerous issues with the Air Handler System. This system controls numerous departments including, but not limited to, Administration and the Business Office. Dr. Thomas then informed the Board that he had received three quotes to replace the system; however, noting that he would like to broaden his search area a bit. He requested approval to replace the Air Handler System as presented in the anticipated

amount of \$50,000.00 due to it being an older system and in the unknown event that the newer units will not connect to the current pipes. There was a motion by Crouch and a second by Curtis to approve the \$50,000.00 expenditure for the Air Handler System. All members present were in favor and the motion carried. Dr. Thomas then informed the Board that the use of a small tractor at the facility for maintenance of grounds would be extremely useful, noting that we do not have one to use to grade gravel the gravel at our Rural Health Clinic nor one to bush hog our property with at the corner of Highway 167 and Beech Springs Road. He requested approval for the purchase of a small tractor in the amount of \$22,000.00. There was a motion by Mims and a second by Curtis to approve the \$22,000.00 small tractor expenditure for maintenance of grounds. All members present were in favor and the motion carried. Bowman then raised question as to the status of the FEMA Grant. Morgan stated that we are currently awaiting FEMA to approve the extension request.

Stansbury requested ratification of payables for January 30, 2019 and February 13, 2019. There was a motion Crouch and a second by Mims to ratify the payables for January 30, 2019 and February 13, 2019. All members present were in favor and the motion carried. He then presented the Board with an Audit Update, also noting that our findings would be presented at the March 27, 2019 board meeting. He then informed the Board that the Cost Report was submitted on February 25th and the receivables are \$686 thousand though he is uncertain on when we will see this return. Stansbury then presented Resolution #018 while noting that we currently have seven bank accounts at JSB yet we only use two or three. He stated that this resolution simply would remove any restrictions made to these accounts by previous Boards so that we could close or combine accounts at our discretion. There was a lengthy discussion on this topic. Bowman stated he would like the resolution to clarify which accounts we would like to keep open and which accounts we would like to close instead of a blanket resolution. Stansbury clarified that the following accounts are no longer needed: LARHIX Fund, Employee Non-Payroll Benefit Fund, Emergency Relief Fund, and Public Fund Interest Chk. He then reiterated that the following accounts are the only ones that are being used: Operating, Payroll, and Future Project accounts. Bowman entertained a motion to amend JPH's accounts at JSB and allow John Morgan, CEO, the authority to close the following accounts ending in ***6207, ***6209, ***7504, ***7506 and transfer those funds into the Operating account ending in ***7502. There was a motion by Mims and second by Curtis to amend the accounts at JSB and transfer all funds from the closed accounts into the Operating account. Therefore, only three accounts should remain open for Jackson Parish Hospital and those are; Operating, Payroll, and Future Project Fund. All members present were in favor and the motion carried. Bowman then casted a roll call vote. Board members present voted as follows: Curtis-Aye, Mims- Aye, Crouch- Aye, and Bowman- Aye. There were zero Nays, zero Abstains, and zero Absentee members. Stansbury then presented the Board with a packet of Financials while reviewing the Statement of Net Position. He stated the bank balance as of January 31st was \$9.7 Million and then noted that as of today we have \$10 million in the bank. Stansbury then informed the Board of two large deposits that were received during the month of February which were Ad Valorem and UCC monies totaling \$781k. He then informed the Board that as of January 31, 2019 the Profit or Net Position Change for the Year was \$2.7 million. Stansbury then presented the Board with a Budget to actual comparison of the Statement of Net Position.

Brazzel informed the Board of the Extended Hours Statistics, noting that they are progressively starting to increase.

Malsam presented the monthly statistics to the Board, noting that she plans to present year to date statistics in the near future.

At 12:55 p.m., there was a motion by Curtis and second by Crouch to enter into Executive Session to discuss Legal Issues and Strategic Planning. All members present were in favor and the motion carried. At 1:15 p.m., there was a motion by Crouch and second by Mims to return to regular session. All members present were in favor and the motion carried. There was no action taken during the closed session.

Bowman then entertained a motion to amend the agenda and two additional items to the agenda one being: the School-Based Health Program Reimbursement and JPH Employee Merit Raises. There was a motion by Curtis

and second by Crouch to amend the agenda and add those two additional items to the agenda. All members present were in favor and the motion carried. Bowman then entertained a motion to authorize John Morgan, CEO, to pay up to 104k back to Medicaid for incorrect billing errors and/or non-billing in the School-Based Health Center Program which was made by previous Administrations. There was a motion by Mims and second by Crouch to authorize John Morgan, CEO, to pay up to 104k back to Medicaid for incorrect billing that was made by previous Administrations. All members present were in favor and the motion carried. Morgan then recommended Merit raises for the employees of JPH. Morgan informed the Board that all employees have had numerical evaluations that are based on performance. The numerical evaluation levels are as follows: 3 are acceptable, 4 are above acceptable, and 5 are outstanding. Morgan recommended that for a level 3 evaluation the employee should get a 3% raise, level 4 the employee should get 3 1/2%, and level 5 the employee should get a 4% percent raise. Morgan clarified that this would only be for full-time employees that have been employed at JPH for at least one full year as of December 31, 2018. There was a discussion related to the total expenditures. Bowman then entertained a motion to approve Mr. Morgan's recommendation. There was a motion by Curtis and second by Mims to approve the employee merit raises as recommended. All members present were in favor and the motion carried.

The next regular meeting will be held Wednesday, March 27, 2019, in the hospital board room.

Upon a motion by Curtis and second by Mims the meeting was unanimously adjourned at 1:35 p.m.

John Morgan, MBA, RN
Chief Executive Officer
Secretary, Treasurer

Dr. Rebecca Crouch
Governing Board, Chairman