

Jackson Parish Hospital
Governing Board Minutes
May 27, 2020

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The Governing Board of Directors of the Jackson Parish Hospital Service District No. 1 met on Wednesday, May 27, 2020 at 12:00 p.m., in the Jackson Parish Hospital Board Room, 165 Beech Springs Road, Jonesboro, Louisiana. Board Members present were: Dr. Rebecca Crouch, Angela Curtis, and Chris Bowman. Absentee Board Members were Shontae Mims. Hospital Staff present were: John Morgan, Dr. Jason Thomas, Bill Stansbury, Dr. Paula Parkerson, Sunni Bougues, Shelley Malsam, Amber Brazzel, and Mauri McBride.

Crouch called the meeting to order at 12:15 p.m., and Morgan gave the Invocation. There were 3 of the 5 members by Act 171 present; therefore, there was a quorum present.

Following a motion by Bowman and a second by Curtis, May 27, 2020 meeting agenda was unanimously approved.

Following a motion by Bowman and second by Curtis, the minutes from the April 29, 2020 meeting were unanimously approved.

There were no public comments.

Dr. Parkerson, Chief of Staff, presented the initial appointments, reappointments, and terminations as recommended by the Medical Staff for the month of May. There was a motion by Bowman and second by Curtis to approve the initial appointments, reappointments, and termination recommendations as presented. All members present were in favor and the motion carried.

During the Chief Executive Officer's Report, Morgan provided the Board with a COVID-19 update, noting that for the month of April and May we've noticed a decline in patient volume in following areas: Emergency Department, Ancillary Services, and our Rural Health. Morgan reiterated that he feels this decline is due to COVID-19 pandemic and the patients fear of the public. He then praised the housekeeping staff at JPH for all their hard work and dedication during the pandemic. He then recognized the local nursing facilities staff for their response in patient care during the COVID-19 pandemic. He informed the Board of the screening process in the Rural Health Clinics. Morgan then requested an addendum to the JPH Family Care Clinic lease; noting that this addendum is an \$150.00 increase per month due to an increase in insurance premiums and tax rates. Bowman raised question as to the time of the lease agreement. Morgan clarified that the lease agreement is year to year. There was a motion by Bowman and second by Curtis to approve the \$150.00 increase, making the lease agreement \$1500.00 per month. All members present were in favor, and the motion carried.

Stansbury began by requesting a ratification of payables for May 11, 2020 and May 21, 2020. Crouch raised question as to the monthly charge to CenturyLink for telephone services at Chatham Medical Clinic. Dr. Thomas clarified that the description on the check registry is incorrect that this charge is for fiber optic internet services, while noting fiber optic services in rural areas are more expensive. Bowman then raised question to a \$10,497.00 payment made to CMS Direct. Dr. Thomas informed Bowman that payment was for computer cabinets that will be installed in the Emergency Department. There was a motion by Bowman and second by Curtis to ratify the payables for May 11, 2020 and May 21, 2020. All members present were in favor, and the motion carried. Stansbury then presented the Board with a packet of financials, while also presenting a budget to actual comparison of the Statement of Net Position with the Assets and Liabilities. He informed the Board that the bank balance as of April 30th was \$10.7 million and as of today, May 27th it is \$15.5 million. Bowman raised question as to the amount of stimulus money that was received. Stansbury then noted that \$1.9 million of PPP monies were received and those monies are listed as current liabilities until those monies are forgiven and once monies are forgiven, they will then be listed under grant monies. Stansbury then noted in April, Jackson Parish Hospital received \$365k in HHS grants and in May \$3.4 million was received in HHS grants. He then informed the Board that JPH should receive \$2.5 million in Cost Report settlement monies, noting that in May around \$700k was received in Cost Report settlement monies. Bowman then raised question as to if the Rural Health Clinic received any COVID related grant monies, noting that each clinic should have received around \$49k. Morgan then informed Bowman that a little under \$50k was received for each clinic and Stansbury clarified that these monies are included in the HHS monies. There was a discussion as to the requirements on the grant monies received. Stansbury informed the Board that we are tracking the COVID related expenditures as well as 3 months of lost revenue. He then informed the Board that we are still expecting to receive another \$84k in WellAhead grant monies, noting that proof of definite COVID related expenditures will have to be provided for this grant. There was much discussion related to the grant monies and the requirement of expenditures. Stansbury then briefed the Board on the current liabilities and the statement of revenue and expenses. Curtis raised question as the time-

period of the PPP loan forgiveness. Stansbury clarified that we have 8 weeks to spend the monies and then we will begin preparing the forgiveness loan application. Bowman raised question to Dr. Thomas as to the status of the Patient Re-model project and when this project is scheduled to begin. Dr. Thomas then informed the Board that we had an engineer on-site last week and it is up to us as to when we would like to begin the project, noting that at this time the 200 wing is being utilized for COVID-19 patients. There was a discussion as to the number of COVID-19 related patients. P5

Brazzel presented the Clinic Statistics and the ED Patient Arrival to First Documentation by Physician monthly trend report to the Board. Crouch raised question as to the volume of wellness visits at this time. Brazzel noted that the number of well visits are down significantly. Bowman then raised question as to the current protocol of patients being seen at the Rural Health Clinics. Brazzel clarified, there are signs at each clinic that instruct patients of a number to call, where they will notify the receptionist that they have arrived, the nurse then reports to the patients vehicle to begin the screening process, questionnaire, and checks the patients temperature. Once this process is completed the patient is required to wear a mask and is brought into the clinic.

Malsam then presented the monthly hospital statistics to the Board. Malsam informed the Board that the Business Office is currently working on is a HRSA uninsured program for COVID related illnesses, noting that there are only three diagnosis that are allowed. She then noted that they are still working through the Medicare Telemedicine bills. There was a discussion on the timeliness of the facilities billing.

At 12:47 p.m., there was a motion by Bowman and second by Curtis to enter an Executive Session to discuss Strategic Planning. All members present were in favor and the motion carried. At 1:19 p.m., there was a motion by Bowman and second by Curtis to return to regular session. All members present were in favor and the motion carried. There was no action taken during the closed session.

The next regular meeting will be held Wednesday, June 24, 2020 in the hospital board room.

Upon motion by Bowman and second by Curtis the meeting was unanimously adjourned at 1:20 p.m.

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

Dr. Rebecca Crouch
Governing Board, Chairman