

Jackson Parish Hospital
Governing Board Minutes
March 28, 2018

The regular meeting of the Jackson Parish Hospital Governing Board was held on Wednesday, March 28, 2018 in the Hospital Board Room. Board members present were Chris Bowman, Shontae Mims and Rebecca Crouch. Absentee Board members were Angela Curtis. Hospital staff present were John Morgan, Dr. Jason Thomas, Bill Stansbury, Amber Brazzel, Sunni Bougues, Shelley Malsam, and Mauri McBride. Chris Morgan and Miriam Douglas with CD Morgan and Associates were also present.

Bowman called the meeting to order at 12:00p.m., and Morgan gave the Invocation. There were 3 of the 5 members by Act 171 present, therefore, there was a quorum present.

There was a motion by Crouch and second by Mims to approve the March 28, 2018 agenda with the correction of item 9.2 being Mammography update. All members present were in favor, and the motion carried.

Following a motion by Mims and second by Crouch, the minutes from the February 28, 2018 meeting were unanimously approved.

There were no public present.

Dr. Rebecca Crouch, Chief of Staff presented the Medical Staff Appointment List for the month of March to the Board of Directors. There was a discussion on this topic. Bowman raised question to provisional privileges versus courtesy privileges. Dr. Crouch clarified. There was a motion by Mims and a second by Crouch to approve the requested provisional privileges for Stella Immanuel, MD, and defer action for the requested provisional privileges for Dirk Rainwater, MD until the next meeting. All members present were in favor, and the motion carried. Dr. Crouch then presented the Moderate Sedation Policy, Reference #8162 to the Board. There was a motion by Mims and second by Crouch to approve the Moderate Sedation Policy as presented. All members present were in favor, and the motion carried.

During the Chief Executive Officer's Report, Morgan updated the Board of the Audit for fiscal year ending September 30, 2017, while also noting a letter was submitted to the Louisiana Legislative Auditor on March 13, 2018 requesting an extension. He then presented a letter to the Board from the Louisiana Legislative Auditor which stated the extension request was approved, and the Audit for fiscal year ending September 30, 2017 is due by June 30, 2018. Morgan then presented Policy and Procedure Manuals for Annual Review and Approval to the Board of Directors. There was a motion by Crouch and second by Mims to approve the Policy and Procedure Manuals as presented. Morgan then requested approval from the Board of Directors to submit the proper paperwork to LDH to extend the hours of JPH's Rural Health Clinics in order to better serve our communities. There was a motion by Mims and a second by Crouch to approve Morgan to submit the proper documentation to LDH for extended hours in the Rural Health Clinics. All members present were in favor, and the motion carried. Morgan then introduced Dr. Kyle Sheets, Founder and CEO of Concord Medical Group, to the Board of

Directors. Dr. Sheets founded Concord Medical Group in 2001 to meet the needs of rural hospitals in the West Texas area. It is a physician-owned and operated organization, and has since grown to serve three additional states. There was a motion by Crouch and second by Mims to approve the CEO Report as presented. All members present were in favor, and the motion carried.

Dr. Thomas then presented the Chief Operating Officer's Report to the Board. He began by presenting Resolution #12 to the Board of Directors, Declaring a 14x64 Mobile Home as Surplus. Thomas then informed the Board of the much-needed repairs in the Physician Trailer. There was a discussion on this topic. There was a motion by Mims and second by Crouch to approve Resolution #12, declaring the items listed as surplus subject to the requested language modification. All members present were in favor, and the motion carried. Thomas then updated the Board of the expected start date for 3D Mammography, noting that we are currently awaiting an approval letter from the FDNA and ACR. Thomas then noted that JPH's 3D Mammography will be 1 of 5 available in North Louisiana. Thomas then presented the findings of the LDH State and Federal Survey which was conducted March 19th thru March 21st while also noting the Plan of Correction is in process. Thomas then provided copies of the survey to the Board. Thomas then informed the Board of the Fire Marshall inspection which was conducted on March 23rd while also noting that this was the first inspection under the new federal fire guidelines. Thomas informed the Board of the findings and provided a copy to the Board. Thomas then presented a status/pitch to the Board requesting approval for JPH Renovations. He then introduced Chris Morgan with CD Morgan & Associates. He then presented a proposed renovation to the Rural Health Clinics, and the existing building including the patient rooms. There was much discussion on this topic. There was a motion by Crouch and second by Mims to proceed with a plan to spend up to \$2 million with renovations to the patient rooms, and updating the sprinkler system throughout the facility. All members present were in favor, and the motion carried. There was a motion by Crouch and second by Mims to table the RHC plans until the next meeting so that more accurate numbers can be provided by the Interim CFO as well as clarification from our Auditors on how these plans could change our square footage and rates for both the RHC and JPH. All members present were in favor, and the motion carried. Thomas then presented the Board with a letter from the Living Well Foundation, while noting that JPH is a potential grantor for this foundation. There was a discussion on this topic. There was a motion by Mims and second by Crouch to seek application for any and all available grants from the Living Well Foundation. All members present were in favor, and the motion carried. There was a motion by Crouch and second by Mims to approve the COO/CIO Report as presented. All members present were in favor, and the motion carried.

Stansbury presented the Interim Chief Financial Officer's Report. He began by requesting the ratification of payables for March 7, 2017 and March 21, 2018. There was a motion by Mims and second by Crouch to approve the ratification of payables. All members present were in favor, and the motion carried. Stansbury presented the Board with an Audit update for fiscal year ending September 30, 2017, while noting that we are in the process of finishing up with the Audit for the Agreed Upon Procedures. He then presented the Board with a packet of Financials. There was a motion by Crouch, and a second by Mims to approve the Interim CFO Report as presented. All members present were in favor, and the motion carried.

Malsam presented the Revenue Cycle Report to the Board. She began by reporting to the Board the current AR Days as of 3/9/2018 are 79.4 for the Clinics and 61.5 for the Hospital. She informed the Board that the Business Office is working diligently to clean credit balances. She then informed the Board that JPH has contracted with Advance Recovery Systems to act as a third-party collection agency. She then noted that ARS will begin collection efforts April 2, 2018 on past due accounts. She then informed the Board of the collection process for both the RHC's and JPH. There was a discussion on this topic. She then presented the Board with the Monthly Statistics Report for fiscal year 2017- 2018. There was a motion by Crouch and second by Mims to approve the Revenue Cycle Report as presented. All members present were in favor, and the motion carried.

Bowman requested an Executive Session for Strategic Planning to be added to the next meeting agenda.

The next meeting of the Jackson Parish Hospital Governing Board is scheduled for Wednesday, April 25, 2018 at 12:00 p.m., in the hospital board room.

Upon motion by Crouch and second by Mims, the meeting was adjourned at 1:35p.m.

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

Chris Bowman, Esq.
Governing Board, Chairman