

PROCEEDINGS OF THE BOARD OF COMMISSIONERS OF THE MOREHOUSE PARISH HOSPITAL SERVICE DISTRICT NO. 1, D/B/A MOREHOUSE GENERAL HOSPITAL, STATE OF LOUISIANA, TAKEN AT A REGULAR SESSION MEETING HELD ON THURSDAY, SEPTEMBER 26, 2019.

The Board of Commissioners of Morehouse Parish Hospital Service District No. 1, d/b/a Morehouse General Hospital, State of Louisiana, met in regular session for a meeting at its usual meeting place, the W. A. Rodgers Conference Room of Morehouse General Hospital, Bastrop, Louisiana, on Thursday, September 26, 2019, at 6:30 p.m., pursuant to written notice duly given and posted in the manner required by law.

Present: Bob Green, Chairman of Commissioners and Commissioners, Nicolette Releford, and John Yeldell.

Also present: Derrick Frazier, Chief Executive Officer; Ricky Smith, Legal Counsel; and Linda Taylor, Executive Assistant and Recorder.

Absent: Susan Plonnigs and Betty Alford-Olive, Commissioners; Dr. Curtis Sanders, Chief of Medical Staff; Tom Ramsey, Chief Financial Officer; and Autumn Fulmer, Assistant Chief Nursing Officer.

Guests: Craig Sims, CHC SVP Hospital Operations; and Dorothy Thomas, Morehouse Parish Police Jury.

Call to Order

The Board of Commissioners of Morehouse Parish Hospital Service District No. 1, State of Louisiana, was duly convened as the governing authority by the Chairman, Bob Green.

Invocation & Welcome

The invocation was given by Ms. Thomas.

Roll Call:

The roll call was held with three members present which met requirements for quorum as follows:

Present: Green, Releford, and Yeldell.

Absent: Plonnigs and Olive.

Announcements

There were no announcements.

OPEN SESSION:

Approval of Minutes from last meeting, August 29, 2019

On a motion made by Mr. Yeldell and seconded by Ms. Releford, the Board voted to approve the

minutes for the meeting held on Thursday, August 29, 2019. The motion passed by voice vote as follows:

Ayes: Green, Releford, and Yeldell.

Nays: None.

Absent: Plonnigs and Olive.

Medical Staff Report and Approval of Action Requests – Curtis Sanders, M.D.

In Dr. Sanders' absence, Mr. Frazier stated the Bylaws/Credentials/ Medical Executive Committee (Bylaws/Cred/MEC) recommends approval of the action requests listing Initial Appointments, Reappointments and Changes of Staff Status for privileges as provided with an added recommendation to approve a 2-year extension of the Medical Staff Honorary reappointment for Dr. Edward Baker.

On a motion made by Ms. Releford and seconded by Mr. Yeldell, the Board voted to approve these action requests for the Initial Appointments, Reappointments and Changes of Staff Status including the recommendation to approve a 2-year extension for Dr. Edward Baker's Medical Staff Honorary reappointment. The motion passed by voice vote as follows:

Ayes: Green, Releford, and Yeldell.

Nays: None.

Absent: Plonnigs and Olive.

Mr. Frazier reported that the MEC recommended approval to implement a standardized Sepsis Screening Tool Protocol, and VTE Prophylaxis Order Set to the electronic charting system for all providers access and add to the Clinical Policy and Procedure manual. This action will speed up the process for patient care when requesting tests.

On a motion made by Mr. Yeldell and seconded by Ms. Releford, the Board voted to approve the recommended implementation of a standardized Sepsis Screen Tool Protocol and VTE Prophylaxis Order Set for the purpose as presented. The motion passed by voice vote as follows:

Ayes: Green, Releford, and Yeldell.

Nays: None.

Absent: Plonnigs and Olive.

Nursing Report – Autumn Fulmer, Assistant Chief Nursing Officer

In Ms. Fulmer's absence, Mr. Frazier requested approval of a Resolution supporting the grant funds from the Living Well Foundation to purchase 3D Ultrasound equipment for the Obstetrics Department including MGH Physicians Clinic, Dr. Curtis Sanders, OB/GYN which benefits and improves the care for prenatal and infant care. The Resolution for accepting these grant funds was provided for review and recommended for approval.

On a motion made by Mr. Yeldell and seconded by Ms. Releford, the Board voted to approve and authorize the Resolution to submit a grant application to the Living Well Foundation to purchase 3D Ultrasound equipment to be used to improve the care for prenatal and infant care as outlined. The motion passed by voice vote as follows:

Ayes: Green, Releford, and Yeldell.

Nays: None.

Absent: Plonnigs and Olive.

Mr. Frazier stated that the Quality Reports would be presented next month.

Finance Committee Report – Tom Ramsey, Chief Financial Officer

In Mr. Ramsey's absence, Mr. Frazier stated the Financial Statements for the month of August 2019 were provided in your binder. The report includes the Hospital and Clinic's Patient Volume and Utilization Statistics through the period; along with the Consolidated Annual Income Statement, Operating Cost, Earnings, Balance Sheet, Statement of Cash Flows, and Projects.

Mr. Frazier stated that the Finance Committee recommended approval of the Financial Report as presented. He discussed the areas of loss for the month and year-to-date. These are related to the expenses and net revenue with contractual for patients admitted into the Hope Unit, geri-psych that were not billed timely as expected for patient charges and related expenses. There will be a meeting held to discuss resolutions and solutions to meet the expectations for immediate corrective actions. The positive overall collections were over \$2M in cash for this month with another four days prior to month end.

There was discussion regarding the contractals described as contract rates from payors based on the difference of what amount was charged against what was actually paid, net revenue compared with budget, writing off charges, and the percentage of payments compared with actual billing charges.

Approval of Financial Reports:

On a motion made by Mr. Yeldell and seconded by Ms. Releford, the Board voted to approve the Financial Report as presented for August 31, 2019. The motion passed by voice vote as follows:

Ayes: Green, Releford, and Yeldell.

Nays: None.

Absent: Plonnigs and Olive.

Approval of Contracts:

There were no contracts for approval.

Annual Review for Quality Contract Evaluations

The annual review and quality assurance for current contracts were acceptable for the hospital to

continue as outlined in the contract evaluations for August 2019.

OLD BUSINESS:

There was no report for Old Business.

NEW BUSINESS:

Community Hospital Corporation Report – Craig Sims, SVP Hospital Operations

Mr. Sims stated the Community Hospital Corporation (CHC) report for September 2019 was provided in the binder. The report includes the updates from consultants working with Human Resources, Finance Update, Revenue Cycle, Revenue Integrity, Managed Care, Supply Chain, and Marketing.

Mr. Sims stated that he met Marian Sweet, who is the new Director of Patient Financial Services (PFS) and was impressed with the collections for the month. The Revenue Cycle update includes David Garcia, CHC Director Revenue Cycle working with PFS to get issues resolved and working to make progress on action items. We are working with the team to update the policies and procedures for the insurance action plan and consultant, Paula Brandon, CHC VP Quality & Clinical Support, who will return for a follow-up inspection next week. He requested to present the Evaluation item in Executive Session.

Approval of CHC Management and Expenses Invoices

Mr. Green stated the Community Hospital Corporation (CHC) Management Fee for the month of August services was received and presented for approval on invoice #4655 dated September 10, 2019.

On a motion made by Ms. Releford and seconded by Mr. Yeldell, the Board voted to approve the CHC Management monthly fee of \$30,000 (Thirty Thousand) dollars billed for August 31, 2019 on invoice #4655 dated September 10, 2019 as presented. The motion passed by voice vote as follows:

Ayes: Green, Releford and Yeldell.

Nays: None.

Absent: Plonnigs and Olive.

Mr. Green stated the CHC Expense invoice #4696 dated September 10, 2019 for compensation pass thru expenses and HPG rebate was provided. These expenses were for the month of August 2019 in the amount of \$33,062.99 (Thirty-Three Thousand, sixty-two dollars & ninety-nine cents) for approval as reviewed and recommended by the Finance Committee.

On a motion made by Mr. Yeldell and seconded by Ms. Releford, the Board voted to approve the CHC Expenses on invoice #4696 in the amount of \$33,062.99 dollars billed on September 10, 2019. The motion passed by voice vote as follows:

Ayes: Green, Releford and Yeldell.

Nays: None.

Absent: Plonnigs and Olive.

Administrative Report - Derrick Frazier, Chief Executive Officer

Mr. Frazier stated the Louisiana Hospital Association (LHA) Trust Funds, Plan for Improvement report from HSLI (Hospital Services of Louisiana Inc.) details the findings and actions to be completed was provided in the binder. The representatives will be returning for another inspection to review items repaired, nursing items, environmental items and other. The repairs needed for the sidewalks are the responsibility of the City of Bastrop and they are aware that these repairs are necessary for safety. The new surgery doors are ordered for install upon arrival and cardboard boxes are being removed from all areas of the facility. We have been making daily rounds and corrective measures to survey the findings documented in the Plan for Improvement.

There was discussion that the action plan for improvement addresses potential risk to prevent future risk of falls compared with other hospitals. The sidewalk and parking lot are the highest potential areas for falls therefore the repairs were a high priority as part of the corrective plan of action. The importance of accountability for all areas including nursing for safety, quality, and ongoing education will be required. In the past this report of concerns was reported to lower directors and not communicated to Administration until this year.

Mr. Frazier reported that Dr. Hamid Kakavandi, General Surgeon relocated to Louisiana and his LA state medical license was still pending approval from the LA State Board of Medical Examiners. Once approval has been received, the physician will receive the relocation funds and sign-on bonus.

The Finance Committee meeting date change was tabled until all members are available to discuss.

Mr. Frazier requested to go into Executive Session for Strategic Plans and Marketing Strategies.

EXECUTIVE SESSION pursuant to “LA. R.S. 46:1073”:

Strategic Plans, Marketing Strategies & Compliance Report - New Business:

On a motion made by Mr. Yeldell and seconded by Ms. Releford, the Board voted to go into Executive Session for Strategic Plans and Marketing Strategies. The motion passed by voice vote as follows:

Ayes: Green, Releford and Yeldell.

Nays: None.

Absent: Plonnigs, and Olive.

The Board convened in Executive Session at 7:01 p.m.

Mr. Frazier and Ms. Taylor were excused from the meeting at 7:06 p.m.

OPEN SESSION

On a motion made by Mr. Yeldell and seconded by Ms. Releford, the Board voted to return into Open Session. The motion passed by voice vote as follows:

Ayes: Green, Releford and Yeldell.

Nays: None.

Absent: Plonnigs and Olive.

The Board reconvened in Open Session at 7:23 p.m.

ADJOURNMENT:

There being no further business, there was a motion made by Ms. Releford and seconded by Mr. Yeldell to adjourn the meeting. The motion passed by voice vote as follows:

Ayes: Green, Releford and Yeldell.

Nays: None.

Absent: Plonnigs and Olive.

The Board meeting was adjourned by the Chairman at 7:23 p.m.

BOB GREEN, CHAIRMAN

DERRICK FRAZIER, SECRETARY