

North Sunflower Medical Center
Board of Trustees
Regular Meeting Minutes
19 December 2019

BE IT REMEMBERED that the Chairman and the Board of Trustees of North Sunflower Medical Center, Ruleville, Sunflower County, Mississippi, met in their Regular Meeting on Thursday, 19 December 2019, when and where the following were present:

Billy Joe Waldrup, Chairman and Trustee; H. T. Miller, III, Vice Chairman and Trustee; Bobbie Bounds Allen, Secretary and Trustee; Willie M. Burton and Phil McNeer, Trustees; Billy Marlow, Executive Director; Sam Miller, CEO; Rodney Clark COO; Daniel Ceja, Interim CFO; Arie Chandler, Administrative Assistant; Sandra Britt, Administrative Assistant; and Lawson Holladay, Esquire.

Mr. Waldrup called the meeting to order at noon and asked Arie Chandler to open the meeting with a word of prayer. The minutes of the 27 November 2019 Regular Board Meeting were approved as distributed by motion offered by Mrs. Allen and seconded by Mr. Miller and unanimously approved.

There was no unfinished business to bring before the Board for consideration.

The first order of New Business was for the Board to review and discuss the two quotes received for the renewal of the Workers' Comp Insurance Policy. Arie Chandler presented the following information to the Board for consideration:

HPICO presented the following quote: Limits of Coverage are \$1,000,000.00 for all categories and the Workers Comp Employee Benefits – as required by law. The total estimated premium is \$209,211.66 with no deductible and a year-end audit. It was explained that NSMC's Experience Modifier based on claims from years 2016, 2017, and 2018 increased from 0.81 to 1.08 causing a \$63,000 increase in the premium. No additional taxes or fees. Dividends are not returned at this time but will be in the future. The payment options included an annual payment, quarterly payments, or equal monthly payments of \$17,434.31.

HUB International and Tollison Insurance Agency presented the following quote from LUBA Insurance Company, (an A M Best Rating of "A-"/Excellent). Limits of Coverage are \$1,000,000.00 for all categories and the Workers Comp Benefits-as required by law. The total estimated premium is \$200,349.00. with no deductible and a final audit at the end of the policy period. Dividends are earned after three years. The payment options included an annual payment, quarterly payments, monthly self-reporting based on actual payroll, or equal monthly installments of \$16,679.00. Dividends are earned after three years.

After discussion of all facets of the policy, it was determined that the quote presented by HUB International and Tollison Insurance Agency from LUBA Insurance Company was more attractive because of the lower premium. After discussion, the Board decided to consider this quote in the amount of \$200,349.00. The Board chose the equal monthly installments of \$16,679.00 as the payment option.

North Sunflower Medical Center
Board of Trustees
Regular Meeting Minutes
19 December 2019

MOTION: I move to accept the best and lowest bid from HUB International and Tollison Insurance Agency from LUBA Insurance Company in the amount of \$200,349.00 with no deductible. I further move that the premium be paid in twelve equal installments of \$16,679.00.

Maker: Mr. H.T. Miller, III

Seconded by: Mr. Phil McNeer

Motion Unanimously Approved

The next item of New Business was to review the Initial Credentialing application for Rebecca Franklin, FNP-BC. Rebecca will be working as a full time Provider at the Sunflower Rural Health Clinic. The applicants' education and training, professional references, employment history, and license was verified, and a queries were done on the National Practitioner Data Bank and the OIG showing no exclusions or reports. Meredith's initial term will be for a period of one year at which time she will be permitted to apply for a two-year term. The application and additional information was carefully reviewed and after discussion the following motion was made:

MOTION: I move to approve the initial application of Rebecca Franklin, FNP-BC, and that she be given initial privileges to provide care within her scope of practice as a Family Nurse Practitioner at the Sunflower Rural Health Clinic for a period of one year ending 31 December 2020 and at that time be permitted to apply for a two-year term.

Maker: Mr. Phil McNeer

Seconder: Mr. Willie Burton

Motion Unanimously Adopted

The next order of New Business was to review the Re-appointment applications for two Physicians and one Allied Health Professional for a two year term. The applications and Data Bank queries of James Edwards, M.D. (Tele-Radiologist with Global Imaging Solutions); Spencer Sullivan, M.D. (Pediatric Oncologist/Hematologist with MS Center for Advanced Medicine); and Frederick Flowers, FNP-C (Contract ER Provider through UMMC Telehealth) were reviewed. After careful review of each application and discussion the following motion was made:

MOTION: I move to accept the re-credentialing applications for James Edwards, M.D.; Spencer Sullivan, M.D.; and Frederick Flowers, FNP-BC and that they be approved for a two year term ending 31 December 2021.

Maker: Mrs. Bobbie Allen

Seconder: Mr. Phil McNeer

Motion Unanimously Adopted

At this time, Daniel Ceja, Interim CFO, presented the financial information for November as attached to the minutes. The entire facility has a cash balance of \$16.8 Million, total assets of \$48.8 Million, and a total liabilities and fund balance of \$48.8 Million. The Hospital's Gross Revenue was \$7 Million for the month and \$15.3 Million year to date. The Hospital had a Net Income of \$31,768 for the month and a Year to Date Net Income of \$113,466. Hospice had a Net Income of \$29,295 for the month and a Year to Date Income of \$64,386. Sunflower Diagnostic Center had a Net Income of \$3,040 for the month and a Year to Date Net Income of \$36,339. Simply Sunflower had a Net Loss of (\$4,086) for the month and a Year to Date Net Income of \$3,700. Sunflower DME had a Net Income of \$43,776 for the month and a Year to Date Net Income of \$79,735. NSMC Pharmacy had a Net Income of \$23,984 for the month and a Year to Date Net Income of \$61,496. The Rural Health Clinic had a Net Loss of (\$21,270) for

North Sunflower Medical Center
Board of Trustees
Regular Meeting Minutes
19 December 2019

the month and a Year to Date Net Income of \$70,446. NSMC as a whole showed a Net Income of \$124,118 for the month and a Year to Date Income of \$353,970.

Billy Marlow presented the Administrator's report as follows:

Barry Bryant was recently hired as a full time marketing employee for Hospice. Mr. Marlow reported that Hospice has always averaged around 30-32 patients per month and this month they increased to 41 patients thanks in part to the addition of a full time Hospice marketer.

The Quality Assurance Report was given as follows:

Rodney Clark reported that CMS implemented Discharge Planning Final Rules effective November 2019. NSMC has a designated nurse for the purpose of maintaining the discharge planning process within the Acute Care and Swing Bed Departments. After review of our discharge planning process it has been agreed upon that we meet the November 29, 2019 Standards.

We have in place an effective discharge planning process that focuses on the patient's goals, treatment preferences, and includes caregiver support that begins upon admission. The process is patient/caregiver goal centered and provides an effective transition of the patient from the CAH/Swing Bed to post discharge care. The discharge process involves multiple hospital disciplines, dietary, pharmacy, nursing and social services. The discharge planning process also includes identifying the patient's need for post-acute services and determining the patient's access to those services

The discharge process, through education and planning, assists in reducing factors that lead to preventable CAH and other hospital admissions. NSMC has plans for improving the patient centered care plan process in 2020 following an EHR upgrade. This will allow all disciplines to follow and understand the discharge plans for the patient on an individual basis beginning upon admission following the patient assessment.

Upon Motion made by Phil McNeer and seconded by Willie Burton, the Board adjourned at 1:09 P.M., subject to the call of the Chairman.

Billy Joe Waldrup, Chairman

Bobbie Bounds Allen, Secretary