

North Sunflower Medical Center
Board of Trustees
Regular Meeting Minutes
28 July 2021

BE IT REMEMBERED the Chairman and the Board of Trustees of North Sunflower Medical Center, Ruleville, Sunflower County, Mississippi, met in their Regular Meeting on Wednesday, 28 July 2021, when and where the following were present:

Billy Joe Waldrup, Chairman and Trustee; Bobbie Bounds Allen, Secretary and Trustee; H.T. Miller, III, Vice-Chairman and Trustee; Willie Burton, Trustee; Billy Marlow, Executive Director; Daniel Ceja, CEO; Rodney Clark, CAO; Sam Miller, COO; Sandra Britt, Administrative Assistant; Lindsay Williams, Administrative Assistant; Lawson Holladay, Esquire; Gloria Dickerson, Sunflower County Supervisor District Five; Riley Rice, Sunflower County Supervisor District Two; Johnny McWilliams, Sunflower County Board Attorney

Absent: Phil McNeer, Trustee; Jennifer Baughman, Accounting Director

Mr. Waldrup called the meeting of the Board of Trustees to order at noon and asked Sam Miller, to open the meeting with a word of prayer. The minutes of the 23 June 2021 Regular Board Meeting were approved as distributed by motion offered by Mrs. Allen, seconded by Mr. Miller, and unanimously approved. The minutes of the 25 June 2021 Special Board Meeting were approved as distributed by motion offered by Mr. Burton, seconded by Mr. Miller, and unanimously approved.

The meeting of the Hospice of North Sunflower Medical Center was conducted prior to the calling to order of the meeting of the Board of Trustees.

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

The first order of new business was given by Mr. Billy Marlow. He has recently gone before the Sunflower County Board of Supervisors asking for funds assistance for a new sewage line for the North Sunflower Medical Center property. The county is receiving ARPA funding in which he hopes they can use some to assist with improving the hospital. At this time, the hospital does not have the funds to fix the sewer, due to the pandemic expenses from Covid-19. The projected sewer project is to cost approximately \$610,000. Johnny McWilliams, Sunflower County board attorney, stated that the ARPA funding is new to the county and has several restrictions; however, sewer repair is on the list of approved ways to use the funds. He wants to be careful to use the money correctly, so in months to come it is not asked to be refunded. The next step for the county is to file a plan to the US Treasury Department of how the county plans to spend the money by October 2021. Lawson Holladay suggested presenting the board of supervisors with a resolution for the need to provide a dedicated sewer line; therefore, we can use the North Sunflower Medical Center funds to continuously fight COVID-19.

After a thorough discussion by the Board of Trustees, the attached resolution was duly made, seconded, and passed by the board.

Joanie Perkins discussed the overview of the elements of an effective compliance program. North Sunflower complies with implementing written standards and procedures. They have all new employees' complete orientation, sign our employee handbook with codes of conduct and clearly outlined non-retaliation policies. North Sunflower complies with conducting appropriate training and education. They conduct annual training for all employees on Codes of Conduct, Compliance, Disaster Preparedness, Safety, HIPPA, Infection Control, Tobacco and Substance Abuse Policies, Patient's Rights, Abuse and Exploitation and TB questionnaires. North Sunflower complies with developing open lines of communication. They provide all employees with an 800 number that rings to Joanie's number, and anyone who utilizes that number is reminded of our non-retaliation policy. North Sunflower complies with conducting internal monitoring and auditing. They conduct on-going audits on medical documentation and billing practices, staying abreast of current changes in the law, and provider/staff education when needed. North Sunflower complies with responding appropriately to detected offenses and developing correction action. They conduct thorough investigations when complaints come in. Often, when the complaint is of a serious nature, administration and affected department heads are involved in the solution and mitigation efforts to ensure there will be no on-going issues. Documentation of the investigation is turned over to risk management when appropriate. North Sunflower complies with enforcing disciplinary standards through well-publicized guidelines. They publish the disciplinary standards both on the intranet and in the publications given to each employee upon hire. North Sunflower complies with the role of the board of directors. They report to the Board of Directors at least bi-annually on the activities of the compliance program, and conducting a one-time per year compliance training session.

Joanie stated that next on her agenda is to perform an audit for Dr.Munir and Dr.Huddleston to be sure that the seven compliance plans are being put into effect.

The next order of New Business was presentation by Rodney Clark for renewal of the cyber security policy. He presented a quote from Tokio Marine for \$1M coverage and \$1M aggregate with a yearly premium \$32, 956.85. He stated we do have \$100k coverage already with our General Liability insurance, but he sees it necessary that we have additional coverage.

MOTION: I move to approve the cyber security quote from Tokio Marine with a \$32,956.85 premium.

Maker: Mr. Miller

Seconder: Mr. Burton

Motion Unanimously Adopted

The last order of new business was to review the Re-appointment applications for one Physicians and one Allied Health Professional for two-year terms. The applications and Data Bank queries of Lauren Marlow, MD and Harold Nichols, CRNA were carefully reviewed and the following motion was made:

MOTION: I move to accept the re-credentialing applications for Lauren Marlow, MD and Harold Nichols, CRNA and that they be approved for a two year term ending 30 July 2023.

Maker: Mr. Miller

Seconder: Mrs. Allen

Motion Unanimously Adopted

Rodney Clark presented the financial information for June as follows. The entire facility had a cash balance of \$16 Million; total assets of \$48.5 Million, and a total liabilities and fund balance of \$48.5 Million. The Hospital's Gross Revenue was \$8.8 Million for the month and \$72 Million Year to Date. The

Hospital had a Net Income of \$301,758 for the month and a Year to Date Net Loss of (\$1.4 Million). Haire Drug Center, LLC had a Net Loss of (\$4,961) for the month and a Year to Date Net Income of \$273,118. Hospice had a Net Income of \$24,874 for the month and a Year to Date Net Income of \$300,069. Sunflower Diagnostic Center had a Net Income of \$22,067 for the month and a Year to Date Net Income of \$105,460. Simply Sunflower had a Net Loss of (\$143) for the month and a Year to Date Net loss of (\$3,798). Sunflower DME had a Net Income of \$26,333 for the month and a Year to Date Net Income of \$303,169. NSMC Pharmacy had a Net Income of \$53,225 for the month and a Year to Date Net Income of \$569,151. The Rural Health Clinic had a Net Income of \$43,750 for the month and a Year to Date Net Income of \$103,387. NSMC as a whole showed a Net Income of \$420,035 for the month and a Year to Date Net Income of \$70,109.

The Administrative report was given as follows:

Daniel stated that everything is going great with the expansion of the new doctors. Dr. Huddleston saw 23 patients her first day. Hannah Farmer, CFNP is also in the children's entrance of the clinic and is seeing 20 or more patients per day. Dr. Munir is averaging 10 with his clinic up and going. He is also still doing sleep studies and his staff is already scheduling annual follow up exams.

Daniel stated that Covid-19 is back which is also known as the delta variant. He is working at implementing changes for the facility to protect the employees and the patients. He stated that 72% of our employees are vaccinated. He is offering an incentive for employees to get vaccinated or get booster by putting their name into \$1000 drawing. He is also having a \$1000 drawing for all employees that have previously been vaccinated. He is changing visiting hours from 4PM to 6PM and the visitor has to be fully vaccinated. The new Covid-19 policy will go into effect on July 30, 2021.

Rodney Clark presented the Quality Assurance Report as follows:

The Covid-19 positivity rate for May was 3%, June 1.8% and July 8%. He stated there have been 15 positive test in the last 24 hours. He stated there are some positive patients in the hospital and others are being shipped to surrounding hospitals. He stated that the facility is encouraging those that are vaccinated to get a Covid-19 booster shot of whichever vaccine that the person received previously.

The Board adjourned at 1:50, subject to the call of the Chairman.

Billy Joe Waldrup, Chairman

Bobbie Bounds Allen, Secretary