

North Sunflower Medical Center
Board of Trustees
Regular Meeting Minutes (Corrected)
22 October 2025

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, 22 October 2025, when and where the following were present:

H. T. Miller, III, Chairman and Trustee; Bobbie Bounds Allen, Secretary and Trustee; Willie M. Burton, Trustee; Mary Griffin, Trustee; Stafford Shurden, Trustee; Daniel Ceja, CEO; Brooks Rizzo, CCO; Sam Miller, COO; Charlotte Sherwood, CFO; Bayli Mancini, Administrative Assistant, Sarah Williamson, Accounting Director and Lawson Holladay, Esquire

H.T Miller III called the meeting of the Board of Trustees to order at 11:58 AM. Mr. Willie Burton opened the meeting with a word of prayer. The minutes of the 24 September 2025, Regular Board Meeting was approved as distributed by motion offered by Mr. Willie Burton, seconded by Mr. Stafford Shurden and unanimously approved.

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

The first order of new business was to review the initial applications for one provider for one-year terms. The application and Data Bank queries of Dr. Jeffery Doolittle was carefully reviewed, and the following motion was made:

MOTION: I move to accept the initial credentialing applications for Dr. Jeffery Doolittle and that he be approved for a one-year term ending 31 October 2026.

**Maker: Mr. Stafford Shurden Seconder: Mr. Willie Burton
Motion Unanimously Adopted**

The second order of New Business was to discuss updating the signature cards at Planters Bank & Trust Company in Ruleville in order to keep bank accounts for NSMC current. The following Resolution was made:

WHEREAS, the Board of Trustees of North Sunflower Medical Center desires to meet the requirements of keeping bank accounts for NSMC current by updating signature cards at Planters Bank & Trust to be used solely for the business of North Sunflower Medical Center.

WHEREAS, all listed accounts below shall be maintained as in the past.

NOW THEREFORE, IT IS RESOLVED that the signature cards at Planters Bank & Trust shall require two signatures for all accounts and the following people shall be authorized to sign checks for the accounts: Daniel Ceja, CEO; Sam Miller, COO; Charlotte Sherwood, CFO; Sarah Williamson, Accounting Director; Brooks Rizzo, CCO.

The accounts that this resolution affects are:

Beacon Wellness Center	4901000372
Wellness Center Reserve	4900378562
Payroll	4900000027
General Account & Rural Health Clinic	4900000965
Funded Depreciation	4900370882
North Sunflower Medical Center Pharmacy	4901001446
Sunflower Eye Station	4900378547
Diagnostic Center	4900378695
Sunflower Dental Clinic	4901000042
DME	4900121447
Hospice of North Sunflower	4901001131
Simply Sunflower	4901001297
Haire Pharmacy	4901002733
USDA Emergency Rural Healthcare Grant	4901003707
Hospice of North Sunflower-Greenwood	4901002899
Sunflower Greenwood Medical Equipment	4901002428
Sunflower Greenwood Pharmacy	4901002436
Walter B. Crook Nursing Facility Account	4900112909

Maker: Mrs. Bobbie Bounds Allen

Seconded: Mr. Stafford Shurden

Resolution Unanimously Adopted

The third order of New Business was for the Board to review the Legal Compliance Questionnaire that was included in the Board packets. After discussion, the Board agreed the questionnaire was correctly marked, the following motion was made, and the document was signed by Mr. H.T. Miller as Chairman and by Mr. Daniel Ceja, Administrator. Bayli Mancini will now send the original copy to the Auditors for their files prior to performing our audit.

MOTION: I move to approve the Legal Compliance Questionnaire as marked and that it be distributed to the Auditors.

Maker: Willie Burton

Seconded: Stafford Shurden

Motion Unanimously Adopted

Lastly, the board discussed moving the November and December Board Meeting dates to November 18th, 2025, and December 17th, 2025, to reflect the upcoming holidays. On Motion by Willie Burton, seconded by Stafford Shurden, and unanimously passed the Board approved moving its next regular meetings to November 18, 2025, and to December 17, 2025.

Sarah Williamson presented the financial information for **September** as follows. The entire facility had a cash balance of \$5 million; total assets of \$53.3 Million, and a total liabilities and fund balance of \$53.3 Million. The Hospital's Gross Revenue was \$9.9 Million for the month and \$123 Million

Year to Date. The Hospital had a Net Loss of (\$1,893,180) for the month and a Year to Date Net Loss of (\$3,473,707). Haire Drug had a Net Income \$3,258 for the months and a year to date Net Loss of (\$23,900). Hospice had a Net Loss of (\$30,899) for the month and a Year to Date Net Loss of (\$244,837). Diagnostic had a Net Income of \$34,871 for the month and a Year to Date Net Income of \$424,856. Simply Sunflower had a Net Loss of (\$4,444) for the month and a Year to Date Net Income of \$13,137. Sunflower DME had a Net Income of \$54,754 for the month and a Year to Date Net Income of \$557,172. The Pharmacy had a Net Loss of (\$3,408) for the month and a year to date Net Income of \$784,857. The Rural Health Clinic had a Net Income of \$20,197 for the month and a Year to Date Net Income of \$456,459. NSMC as a whole showed a Net Loss of (\$1,873,919) for the month and a Year to Date Net Loss of (\$2,387,279).

Greenwood DME had a Net Loss of (\$4,408) for the month and a Year to Date Net Loss of (\$70,035) Greenwood Hospice had a Net Loss of (\$3,913) for the month and a Year to Date Net Loss of (\$127,082). Greenwood Pharmacy had a Net Loss of (\$33,447) and a year to date Net Loss of (\$544,656) Greenwood Clinic had a Net Income of \$139 for the month and a Year to Date Net Income of \$605,520. Overall, for Greenwood and Ruleville had a Net Loss of (\$1,915,688) for the month and a Year to Date Net Loss of (\$3,129,051).

Daniel Ceja gave the administrative report as follows:

We have recently hired a staff accountant, Shivangi Dadlani. He also stated we are still working on providing things for the state auditor. He informed the board that our hospice numbers are up, they are now at 16. He announced Dr. Don Blackwood has recently retired, and we haven't replaced him. Dr. Reddy will be taking his spot. He also informed the board that we recently conducted our employee survey. This was done through Microsoft 365.

Sam Miller presented the Quality Assurance Report as follows:

All fire and safety checks were completed without issue. There were 9 total falls and 0 medication errors in the month of September. 526 total ER visits. 16 admissions to acute and 22 observations. 4.24 average length of stay. 32 admits to Swing bed.

Brooks Rizzo presented the Rural Health Clinic Report as follows:

Brooks stated that the Sunflower Rural Health Clinic saw 3,827 patients in September. The average daily walk in was 128 patients. Sunflower Greenwood Clinic saw 1,614 patients in September. Daily average patients per day 54. Sunflower Rural Health Clinic FY 2025 patient count was 49,796 and for Greenwood the FY 2025 patient count was 16,564

The Board then discussed the employee incentive program, which has continually been in effect since 2006. A copy of which is attached to these minutes. After a thorough discussion of this program, the following motion was unanimously passed.

MOTION: I move to reaffirm the Employee Incentive program attached to these minutes and shows that it will continue in force until it is amended or rescinded by the board.

Maker: Stafford Shurden

Seconder: Willie Burton

Motion Unanimously Adopted

The Board adjourned at 1:53 P.M., subject to the call of the Chairman.

H.T. Miller III, Chairman

Bobbie Bounds Allen, Secretary

Employee Bonus

Goals and Objectives	Weight	% of Goal	Score
1. Net Revenue vs Prior Year increase of 3%	0.25	100%	25%
2. Days Cash on greater than 55	0.25	100%	25%
3. Net Profit increase by 3%	0.3	100%	30%
4. Patient Satisfaction greater than 85%	0.1	100%	10%
5. Physician Satisfaction greater than 85%	0.1	100%	10%
			100%

Base Incentive Rate for 100% Score 2%
 Maximum Earned Incentive Rate Cap 10%

Example

	Weight	% of Goal	Score	
1. Net Revenue vs Prior Year increase of 3%	0.25	166%	42%	Net Revenue increase 5% Increase
2. Days Cash on greater than 55	0.25	118.00%	30%	Day on Hand 65
3. Net Profit increase by 3%	0.3	166%	50%	Net Profit increases by 5
4. Patient Satisfaction greater than 85%	0.1	112%	11%	Patient Sat score 95
5. Physician Satisfaction greater than 85%	0.1	88.00%	9%	Phys Sat 70%
			141%	
Base Incentive Rate for 100% Score	2%			
Multiplied Time Score %	141%			
Earned Incentive Rate	2.8%			

Executive Bonus- COO, CFO, NH Admin., Home Health Dir, DNO

	Weight	% of Goal	Score
1. All of Above Goal Plus:			
2. Employee Satisfaction greater than 85%	0.167	100%	17%
3. Employee Turnover less than 30%	0.167	100%	17%
4. Overtime % less than 6%	0.167	100%	17%
			50%

Example

A. Base Rate for 100% Score 2%
 Multiplied times:
 B. Score Above % of Goal Achieved 141%
 C. Plus Executive Goal % achieved 50%
 Earned Incentive Rate (A*(B+C)) 3.8%

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North Sunflower Medical Center

CEO Goal and Objectives

For the Fiscal Year Ended 2007

Base Incentive Rate: 35%

Goal and Objectives		Rating	Weight	Score	Measurement For Expected Outcome
I FINANCIAL: 50%					
A.	Achieve a Positive Operating Margin of Three (3%) or \$570,000K of Three (3%) or \$570,000		50%		Three (3%) or \$570,00 Achieve 100% Six (6%) or \$1M Achieve 200%, etc
II OPERATIONS: 45%					
A.	Expand Home Health Care by 5%		15%		Grow from Average Census at Fiscal Yr End 2006 by 5% base on last QTR
B.	Expand Grant Income by \$200,000 per Year		15%		Grow Grant Revenues by \$200 vs prior Year
C.	Increase Rural Health Clinic Visits by 10%		15%		Increase RHC Visits by 10% vs Prior Year.
III QUALITY: 20%					
A.	Achieve Patient Satisfaction Score of 85% on Patient Survey		10%		Achieve Goal of 85%
B.	Achieve Employee Satisfaction Score of 85% on Employee Survey		10%		Achieve Goal of 85%