

HART COUNTY HOSPITAL AUTHORITY  
Quarterly Meeting

April 19, 2011  
5:00 PM  
Class Room

MEMBERS: Tony Hilton, Chairman  
Alice Glenn, Vice Chair  
Pudge Smith, Treasurer  
Jim Spencer  
Larry Fouch  
Scott Hardigree  
Robert Clark  
Gordon Irwin, DO  
Robert Hummer, MD

TCHS STAFF: Chuck Adams, CEO  
Steve Barber, CFO  
David Seagraves, Hospital CEO  
Jerry Wise, Hospital COO  
Marsha Beck, Adm. HHCC  
Kimberly Massey, Controller

AGENDA

1. CALL TO ORDER
2. ACCEPTANCE OF MINUTES – January 18, 2011
3. FINANCE COMMITTEE REPORT – Pudge Smith
4. NEW BUSINESS – Tony Hilton
  - A. Hospital Authority role in the future
  - B. Next quarterly meeting – July 19, 2011 at 5:00PM
5. ADJOURNMENT

## MINUTES

# HART COUNTY HOSPITAL AUTHORITY

### Quarterly Meeting

April 19, 2011  
Hart County Hospital Class Room  
5:30 p.m.

Members Present:

Tony Hilton, Chairman  
Alice Glenn, Vice Chair  
Scott Hardigree  
Robert Clark  
James E. Spencer  
Larry Fouch

Members Absent:

Gordon Irwin, DO  
Pudge Smith, Treasurer

Cobb Foundation BOD:

Jack Edmunds  
Fort Oglesby

Robert Ridgway, HCH Authority Attorney

TCHS Staff:

Chuck Adams, TCHS CEO  
Steve Barber, TCHS CFO  
David Seagraves, Acute Care CEO  
Jerry Wise, Acute Care COO

Tony Hilton, Chairman called the meeting to order.

The minutes of the January 18, 2011 meeting were presented and approved as presented.

### HCHA FINANCE COMMITTEE REPORT

Alice Glenn presented the Treasurer's Report. The balance as of April 19, 2011 was \$193,697.84.

### HCHA NEW BUSINESS

Hospital Authority's role in the future

- Once the new hospital is open, the title for HCH will transfer from the Board of Commissioners to Ty Cobb Healthcare System and the Authority will start to receive over a 5 year period, \$1.25M. The Authority will retain the title of the office building on Cade Street. With the existing balance of \$194M plus the \$1.25M, gives us about \$1.5M in assets that the Hospital Authority will maintain control of.
- As we go forward, each Authority member needs to come up with options to review at the next meeting on what the Authority's role will be in the future to provide healthcare in the community. We also need to look at what the Authority's mission would be and what we should accomplish should we decide not to dissolve the group. Tony Hilton will lead the effort to draft a proposed resolution as a starting point for discussion at our next quarterly meeting.

The following reports were presented at the Cobb Foundation Board meeting held prior to the Authority meeting.

### **HOSPITAL ADMINISTRATIVE REPORT**

David Seagraves presented the Administrative Report.

- New Hospital Update
  - There has been significant progress made at the new TCRMC hospital site. They are currently working on the "C" section of the building which includes the outpatient surgical area. Despite the delays due to weather, completion is expected sometime in April 2012 and opening in May of 2012.
  - We are continuing to work with the low voltage consultant, EDI, Ltd. from Atlanta. We have retained them to assist us in developing the specifications for the various systems and bidding them out to get the best price and functionality. They will also oversee the installation and commissioning of those systems to make sure they perform to spec.
  - We are still working on a plan for addressing the furniture needs in the new facility. We will have someone assist us in inventorying our existing furniture and determining which pieces can be moved to the new building.
  - Jerry and Evelyn recently visited Hill Rom's manufacturing facility and showroom in Indiana. They looked at patient room furniture, beds and Waiting Room furniture. Hill Rom is noted in the healthcare industry as the Gold Standard for furniture and equipment.
  - We are still talking with a number of firms to assist us in the transition to the new facility in Lavonia. We hope to have a recommendation soon.
- Results That Last
  - We had a luncheon at JAAB yesterday to celebrate the completion of the management training program. We are moving in a direction of customer service excellence throughout the system. Jack Edmunds and Chuck Adams joined the luncheon with all the managers who have been attending these sessions. We will now drill this information down to the front line employees. There will be a lot of education and training in order to set expectations and teach people the skills necessary to embody the kind of attitudes and practices of customer service excellence that are important to the organization going forward. In order to have a consistent message, Betty Martin is going to conduct the first series of educational sessions for the newly developed Standards of Behavior. The information will then go to the Department Directors who will review the Standards of Behavior with their employees and obtain a signed commitment from each of them to abide by these standards.
- Southwind Project Update
  - Randy Gott with Southwind was here last week conducting physician interviews. Randy is also trying to get in touch with several people from NGTC that we would like to include in this survey. We hope to have a draft report of his recommendations by the end of April or first of May and a final report to the Board and the Semi-Annual Medical Staff meetings in June.
- Physician Updates
  - Joseph Slattery with NGTC is setting up a meeting with Dr. Andre Kallab, Medical Oncologist from Northeast Georgia Diagnostic Center (NGDC) and David and/or Jerry. Dr. Kallab and others from NGDC are interested in a presence in our community.

### **HCH FINANCIAL REPORT**

Kimberly Massey presented the Statistical Report through March 2011. A copy of the report is attached.

## **HCH NURSING REPORT**

Evelyn Murphy presented the Nursing Report.

- We began bedside shift reporting a couple of months ago. The nurses go to the patient's room and give report to each oncoming shift at bedside and involve the patient and family members if the patient desires. This makes the patient feel more comfortable and patient satisfaction increases.
- The nurses are now making rounds every two hours checking on the patients. They check on the three "P"s (pain, potty, position) and the five "T"s (tissue, toilet, TV, table, trash). The nurses make sure all of these are taken care of and this helps to increase patient satisfaction. We have now increased the rounding to the Leadership which is the Nurse Manager and/or the Chief Nursing Officer. They will see each patient every day and take care of any issues before the patient goes home. This also helps to increase patient satisfaction.
- We have started a new program called Pressure Ulcer Surveillance. A skin specialist came and checked every inpatient at both Hart and Cobb. We were way below the national average on skin care issues. We now do skin assessments on every patient every 12 hours and we hope to stay below the national average. We will do skin care surveillance studies every quarter and compare ourselves with other hospitals.
- We have started a project with the Georgia Hospital Association (GHA) called Project RED. This is reengineering the discharge process and hopefully will stop some of the frequent readmissions of patients. Our readmissions rate is high now and we are trying to get it down from 22% down 9%. We have a Discharge Advocate Nurse who goes in to see each patient from the day they are admitted and talks with them about what they will need when they go home. The nurse makes sure we have the right phone numbers for follow-up, makes sure they have a follow-up appointment, and makes sure they have funds to get their medications. The nurse will call the patient within 48 hours of discharge to see if everything is okay and will follow up again in five days. This is a very aggressive approach and we hope to see a significant decrease in readmissions.
- We are starting an internship with students who are in their last year of nursing. They will shadow a nurse during the summer months rotating through the different departments. Once they have completed their program, we hope they will look back to us for employment. We have hired two new graduates that are local. One is from North Georgia College and one from Piedmont College. One will be working in the ER and one in Med/Surg. We have recruited two experienced ER nurses, one from Northeast Georgia Medical Center and one from St. Mary's.

## **HHCC ADMINISTRATOR'S REPORT**

Marsha Beck presented the Nursing Home Report.

- The car wash, bake sale, yard sale for Twina Blackwell raised over \$1,600.
- There were 6 discharges in the month of March and Occupancy Rate was 93.1%.
- There is a 2<sup>nd</sup> shift LPN position available and weekend CNA position available.
- There are currently 88 residents. We are looking to admit one tomorrow and possibly one at the end of the week.
- HHCC has gone 111 days with no lost time accidents.
- There was a resident who turned 100 years old! It was declared "Mary Jane Moore" day on her birthday by the Mayor.
- There will be an Easter Egg Hunt this Saturday at 10:00am for the residents and children.

## **FINANCIAL REPORT**

Kimberly Massey presented the Financial Report through March 2011. A copy of the report is attached.

## **NEW BUSINESS**

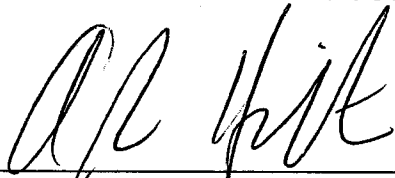
Chuck Adams presented a brief update.

- Chuck attended the American Hospital Association (AHA) annual meeting last week in Washington, DC. The deficit is increasing \$4 Billion a day. Healthcare is 17% of the Gross Domestic Product but right now has 100% of the focus. They are looking at entitlement reform to help balance the budget which is Medicare, Medicaid, Social Security, etc. We are going to have to watch this very closely as they try to trim the budget.
- There was a demonstration today by Cerner Corporation for a new information system that several TCHS personnel attended. As we move into the new facility we will need a new platform for our computer system. If we ordered today, the delivery time would be 10-12 months which is getting close to our scheduled move.
- In looking at other services for the existing facilities, we have an architect working on drawings for both Cobb and Hart. At this time, neither facility has a complete set of blue prints with all the additions/changes that have been incorporated over the past years. This will help us in knowing what our limitations are as we move forward.

## **Other**

Jack Edmunds announced that while in Washington, DC, Chuck Adams received the 2010 Grassroots Champion Award from the AHA for the State of Georgia for the person who did the most in relating the healthcare issues to the elected officials and for advocating on behalf of the patients in the community.

The next quarterly meeting will be held in conjunction with the Cobb Foundation Board on July 19, 2011 at 5:00PM in the Hart County Hospital Class Room.



Tony Hilton, Chairman

jhs

**HART COUNTY HOSPITAL AUTHORITY**  
**Financial Summary**  
**April 19, 2011**

**SAVINGS ACCOUNT**

<b>Bank of America</b>	
<b>Balance January 28, 2011</b>	<b>\$ 5,652.19</b>
<b>Interest January through March</b>	<b><u>1.07</u></b>
<b>Balance March 31, 2011</b>	<b>5,653.26</b>

**CERTIFICATES OF DEPOSIT**

<b>First Citizens</b>	<b>105,856.60</b>
<b>18 month maturing 5/2/2010 APY 1.4%</b>	
<b>Athens First Bank and Trust</b>	<b>82,187.98</b>
<b>14 month maturing 2/5/2012 APY 1.0%</b>	
<b>Total</b>	<b>\$193,697.84</b>