

HART COUNTY HOSPITAL AUTHORITY

Quarterly Meeting

April 17, 2012

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 17, 2012
3. FINANCE COMMITTEE REPORT – Pudge Smith
4. NEW BUSINESS – Tony Hilton
 - A. HCHA Budget Proposal 2012 – 2013
 - B. HCH Meeting Schedule
 - C. Urgent Care Center
 - D. Cade Street Medical Office Building (MOB)
5. ADJOURNMENT

HART COUNTY HOSPITAL AUTHORITY

Quarterly Meeting Minutes

April 17, 2012 – 5:00 p.m.
Hart County Hospital Class Room

Members Present:

Tony Hilton, Chairman
Alice Glenn, Vice Chair
Pudge Smith, Treasurer
Scott Hardigree
James E. Spencer
Larry Fouch

Robert Ridgway, HCH Authority Attorney

Members Absent:

Robert Clark
Gordon Irwin, DO

Cobb Foundation BOD:

Fort Oglesby
Greg Hearn

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 17, 2012 meeting were presented and approved.

HCHA FINANCE COMMITTEE REPORT

Pudge Smith presented the Treasurer's Report. The balance as of April 17, 2012 was \$194,650.69. The Financial Summary is attached.

HCHA NEW BUSINESS

A. HCHA BUDGET PROPOSAL 2012 – 2013

1. Pudge Smith presented a proposed budget for review. Estimated Income is \$23,910 and estimated Expenses are \$17,635. This does not include attorney fees or capital improvements. (See attached proposed budget)

B. HCHA MEETING SCHEDULE

1. Tony Hilton proposed meeting monthly through this transition period. It was decided the meetings would be held on Tuesdays at 5:00PM. Tony will email everyone with proposed dates and location going forward.

C. URGENT CARE CENTER

A Committee consisting of Scott Hardigree, Tony Hilton, Bob Clark and Bob Ridgway was formed to investigate the interest in putting together a medical center that would either give expanded hours and/or urgent care to the community. There were 4 parties that showed an interest. Dr. Reddy and MedLink are the only parties left that are interested at this time. Both have submitted proposals which have been reviewed by the Committee.

1. Dr. Reddy is proposing using the existing ER as an Urgent Care Clinic that would be open 80 hours a week, Monday thru Saturday 8:00AM to 8:00PM and Sunday 10:00AM-6:00PM and could possibly open around July 1st. Dr. Reddy is requesting rent free for the 1st year and help with the start-up expenses.
2. MedLink is proposing to use their existing office space with an additional 20 hours; 4 hours on Friday nights and 8 hours on Saturday and Sunday.

Scott Hardigree made a motion to present the following recommendation to the Authority for their consideration and Jim Spencer seconded. The Committee is recommending Dr. Reddy as the preferred option to go with.

Alice Glenn made a motion for the following recommendation be presented to the Authority for their consideration and Larry Fouch seconded. The Committee recommends subsidizing half the cost of indigent care that is documented for Hart County residents' medical care up to \$30,000.

D. CADE STREET MEDICAL OFFICE BUILDING

Alice Glenn received an appraisal on the building from Wilbur Chapman for \$266,500. He suggested that if the Authority wanted to sell the building, not to do any improvements. It would not increase the value. Alice proposed three options to consider:

1. Sale the building
2. Continue to lease the building
3. Turn the building over to the County

TCHS offered to help tenants relocate to another office space if they are interested.

Scott Hardigree made a motion not to pursue renting the rental property on Cade Street once the Authority takes possession from TCHS. No funds will be used on the property. They will continue to provide for the existing tenants until they are relocated. Pudge Smith seconded and the motion passed.

There being no further business, the meeting was adjourned. The next meeting date and location to be determined.

Tony Hilton, Chairman

jhs

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

HCH ADMINISTRATIVE REPORT

David Seagraves and Jerry Wise presented the Administrative Report.

- We signed a security contract today to start May 14th. Security will be 24/7. Vendors will begin moving equipment in on May 15th.
- The Certificate of Occupancy inspection is scheduled for May 7th. We anticipate they will clear us for occupancy with only minor changes that would need to be addressed.
- Grand opening is scheduled for June 30th; opening on July 1st.
- We held a Leadership Planning Retreat the end of March. The meeting was to talk about cultural changes and to plan the curriculum for training and orienting employees and stake-holders (i.e., auxiliary, ministerial, etc) at TCRMC.
- We appointed Noreen Braswell to head the team to work on the training and orientation project. They are meeting weekly to develop this training program.
- We participated in a Region E Disaster Drill this morning where we received a direct hit by a tornado at Cobb.
- We expect Dr. Stewart Babcock, General Surgeon, to arrive mid-May in Lavonia. He expects to start work with Toccoa Clinic in mid-June.
- We have been working hard to address the need at our Carnesville office to replace Dr. Sharpton. A proposal is being presented to the System Board this week for approval for a local physician who is interested.
- We have finalized the contract with Optimal IMX for radiology professional services. We are working to credential a group of their physicians to start June 1st. We are also interviewing three radiologists with Optimal to select the physician that will be located on site at TCRMC.
- We are working on the TCRMC Medical Staff By-Laws. We hope to have something to share with our physicians who are interested in medical staff membership in a couple of weeks.
- We are moving forward with Hospital Physician Partners (HPP), the ER physician staffing group. We are changing to a new mid-level model for a "fast track" option in the ER. We will begin this with the consolidation at Cobb on June 1st and carry this staffing model to TCRMC July 1st.
- We have contracted with S&S Culinary Management to manage Food and Nutritional services for TCRMC. We expect the contract to begin on May 1st.
- Sterigen has been contracted to manage Environmental Services for TCRMC and TCHS Laundry starting May 1st.
- There will be a system wide employee picnic on May 19th at TCRMC. This will give employees an opportunity to tour the new facility.

HCH STATISTICAL REPORT

Kimberly Massey presented the Statistical Report through March 2012. A copy of the report is attached.

HCH NURSING REPORT

Evelyn Murphy presented the Nursing Report.

- We are going "live" this week with Med Verify. Nurses have been training on the CPSI system to learn how to use the computer carts and bar code scanners. This will increase the safety of medication administered to the patients and reduce medication errors.
- We recently participated in the Industry Certification for Health Science Education Class at Hart County High School. This was a very impressive program.
- We are gearing up for Nurses' Week May 6-12. We will be doing something every day to recognize our nurses.
- Telemedicine is growing. We are doing physicals on pediatric patients with a video camera. We are now seeing around 15 plus patients a month with telemedicine.

HHCC ADMINISTRATOR'S REPORT

Marsha Beck presented the Nursing Home Report.

- There are currently 5 empty beds. There were 9 discharges in March and the Occupancy Rate was 96.9%.
- We had 3 nursing assistance on 2nd shift that resigned. Two are going to nursing school and one enlisted in the navy. We also have one full-time nursing assistant position available on 1st shift.
- We have gone 119 days with no lost time accidents.
- The Activities Department is planning activities during Nursing Home week. There will be different themes throughout the week. Odyssey Hospice is planning an ice cream social for everyone.
- The Nursing Home participated in a Region E disaster drill. HHCC accepted "paper" patient from Cobb Healthcare Center. They tested their tornado drill, Code Grey lock down and Southern Link radio which is the emergency communication system. There were areas identified that need improvement, however, overall the drill went quite well.

FINANCIAL REPORT

Kimberly Massey presented the Financial Report through March 2012. A copy of the report is attached.

NEW BUSINESS

Chuck Adams presented an update.

- We would like to publicly thank David, Jerry and Evelyn for the fantastic job they are doing.
- We are checking our "boxes" every day in preparation of not only the opening of TCRMC, but also the closure of two existing hospital facilities. That process is very tedious and highly regulated.
- Inserts will be included in the newspaper this week with a general overview of dates to remember. There will also be information on TCRMC. Our goal is to get as much information out in the communities before the move occurs.
- Department Directors have been meeting with HR regarding staffing. The Directors have done an excellent job over the last year in preparing for this.
- The NGTC medical office space is 100% leased. Joe Slattery with NGTC is also doing presentations in the community to market these physicians that are new to the area.

HART COUNTY HOSPITAL AUTHORITY
Financial Summary
April 17, 2012

CHECKING ACCOUNT

Balance December 31, 2011	5,619.64
Part proceeds of mature CD	20,000.00
Wire transfer from Cobb Foundation 03/08	39,873.00
Refund from Cobb Foundation of 3	
Wire transfers fees	54.00
Wire transfer to Ga. Dept. of Community	
Health 03/09	39,873.00
Wire transfer fees - 2 @ 18	36.00
Interest 1/1/2012 - 3/31/ 2012	1.59
Bank service charge - February	.24
Balance March 31, 2012	25,638.99

CERTIFICATES OF DEPOSIT

First Citizens	\$105,856.60
18 month maturing 5/2/2012 APY 1.4%	
Pinnacle Bank	63,155.10
12 month maturing 2/15/2013 rate .70%	
Total	\$194,650.69

HART COUNT HOSPITAL AUTHORITY

PROPOSED BUDGET

INCOME

Suite C (Davis) \$1,050 monthly	\$12,600.00
Suite D (Scott) \$942.50 monthly	11,310.00
TOTAL	\$23,910.00

EXPENSES

Utilities	\$ 7,200.00
Lawn Care	1,200.00
Pest Control	565.00
Fire extinguisher inspection	175.00
Labor - routine maintenance	5,200.00
Other maintenance - filters, Lamps, HVAC parts and supplies, Painting and misc.	1,888.00
Insurance - building (\$270m) contents Liability (\$1mm) - \$1,000 deductible	425.00
D&O	1,000.00
TOTAL	\$17,635.00