

HART COUNTY HOSPITAL AUTHORITY
Quarterly Meeting

January 18, 2011
5:00 PM
Class Room

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

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

AGENDA

1. CALL TO ORDER
2. ACCEPTANCE OF MINUTES – October 19, 2010
3. FINANCE COMMITTEE REPORT – Pudge Smith
4. NEW BUSINESS – Tony Hilton
 - A. Distribution of Authority Meeting Schedule
 - B. Distribution of Authority Member Term Schedule
 - C. Distribution of Authority Oversight Committee Roster
 - D. Next quarterly meeting – April 19, 2011 at 5:00PM
5. ADJOURNMENT

MINUTES

HART COUNTY HOSPITAL AUTHORITY

Quarterly Meeting

January 18, 2011
Hart County Hospital Class Room
5:30 p.m.

Members Present:

James E. Spencer
Alice Glenn, Vice Chair
Scott Hardigree
Pudge Smith, Treasurer
Robert Clark
Gordon Irwin, DO

Members Absent:

Tony Hilton, Chairman
Larry Fouch

Cobb Foundation BOD:

Jack Edmunds
Greg Hearn
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

In the absence of Tony Hilton, James Spencer called the meeting to order.

The minutes of the October 19, 2010 meeting were presented and approved as presented.

HCHA FINANCE COMMITTEE REPORT

Pudge Smith presented the Treasurer's Report. The balance as of January 18, 2011 was \$193,696.77.

HCHA NEW BUSINESS

Jim Spencer distributed the following schedules for 2011:

- Meeting Schedule
- Member Term Schedule
- Oversight Committee Roster

Bob Ridgway and Tony Hilton are looking at where the Authority will go from here since these meetings will eventually stop and the Authority will have other things to be concerned with. HCHA will be asking for help from Chuck Adams, TCHS and consultants. There will be some informal meetings to start with and then involve the County Commissioners to see what they have to offer.

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.

- Construction Update – The site work began in late December. The security fence is up and there are three drain basins on site. The general contractor, Cox-Schepp, will be installing a pole mounted camera that will take pictures of the building periodically during construction and these will be posted on the TCHS web site. Grading is expected to be finished around the end of February. Foundations and curbs should be poured in March and we should see steel being erected in mid May.
- Low Voltage – We are continuing to work with the low voltage consultants on the nurse call system, access devices, security cameras, infant abduction, phone system cabling, network infrastructure, etc. This project started at a \$3M budget however we are trying to reduce that as much as possible without sacrificing functionality.
- Equipment Planning – Helen Wilson has assembled the equipment books with specifications. A majority of her time has been spent on the clinical equipment, particularly surgery and imaging.
- Bond Issuance – Chuck Adams reported he had spent a couple of days in New York for the sale of the bonds. The Recovery Zone Facility Bonds were the ones with concerns on pricing. One company bought 100% of the Recovery Zone Facility Bonds which was a \$39M package. Overall, it has worked out well and we are already making up some of the progress on the cost for the project and we should be well within our budget.
- Cultural Change Initiative – We are moving forward with our Cultural Change Initiative, "Results that Last" book that we are following. This should make a significant difference in our efforts to raise the level of our organization and bring our customer service up dramatically in the coming months and ensure the organization is responsive to those we serve.
- Hospitalist Contract – We are working with The Longstreet Clinic on the renewal of the hospitalist contract. TLC is now covering 7 days a week. We are approaching that core group of physicians that will be between our two facilities on a consistent basis. This will help in them getting know our referring physicians, nurses and other clinicians. This year we are working on incentives and compensation that are contingent on the hospitalist achieving certain goals.
- Hospital Physician Integration – We have contracted with Southwind to assist us in performing a physician needs analysis and developing a hospital physician integration strategy. We have chosen zip codes that make up 98% of our referral base between the two hospitals. We hope to have a draft report for the System Board in March.
- Dr. Ted Farmer – We have been talking with Dr. Farmer, Internal Medicine over the past several months. He is interested in relocating to this area.
- Dr. Phillip Brown – We have been talking with Dr. Brown, General Surgeon from Thomaston, GA. We have put TLC in contact with him. TLC is going to be working with us on recruiting General Surgeons for the area.
- Snow Days – We had several staff members who stayed overnight during the snow storm. We are looking to provide recognition for those who went above and beyond during that time.

HCH FINANCIAL REPORT

Kimberly Massey presented the Statistical Report through December 2010. A copy of the report is attached.

HCH NURSING REPORT

Evelyn Murphy presented the Nursing Report.

- We will begin bedside shift reporting which means the nurse will give their report at the bedside and it will involve the patient and their family. This will start at Cobb on February 1st and at Hart on March 1st.

- We are now doing our hourly "rounding with a purpose" where someone will go in the room every hour during the daytime and every two hours after 10:00PM. They will check on the patient and it will be documented on a form in the patient's chart. These processes have been proved to improve patient satisfaction, decrease patient falls, and decrease the use of the nurse call light.
- We have now completed chart revisions at both facilities and charts are now identical at both Cobb and Hart.
- We have changed the ER patient flow at both facilities. The patient presents to the ER for registration. The nurse will call the patient back for triage and if there is a room available, the patient will go directly to a room.
- We have reassigned some of the OR staff. We are using OR staff in the ER and we have replaced one OB Tech with an OR Tech.
- Starting February 1st we are changing the times we do the pre-op teaching to Monday afternoon, all day Wednesday and Thursday afternoon.

HHCC ADMINISTRATOR'S REPORT

Steve Barber presented the Nursing Home Report.

- Marsha is at the GHCA convention this week.
- The current census is 89. There were 12 discharges in the month of December.
- Staffing is good. There is one 1st shift CNA position and one 2nd shift CNA position available.
- HHCC is at 20 days with no lost time accidents.

FINANCIAL REPORT

Kimberly Massey presented the Financial Report through December 2010. A copy of the report is attached.

NEW BUSINESS

Chuck Adams presented a brief update.

- Chuck thanked David, Jerry and Evelyn for a great job in keeping everything on track during the snow storm.
- We are starting to look at transition strategies and alternatives for the existing facilities.
- The Board and Leadership level is spending time and effort making sure customer service, attitude, communication, etc. is what we are about. We started this month with a baseline survey of all our employees, physicians and patients. This will give us an opportunity to have a consistent baseline of what they think about what is being done right now. As we move forward, we will have an opportunity to see the "results that last" move forward.
- State Budget – For the first time when the Governor put out his first pass of the budget, there was zero mention of Medicaid cuts for hospitals! The recommendations for physician providers are 1% and we are going to work to make that go away.

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



Tony Hilton, Chairman

HART COUNTY HOSPITAL AUTHORITY
TREASURER'S REPORT
 January 18, 2011

Bank of America – Savings

Balance at 10/19/2010 \$5,650.77

Interest Oct. – Dec. 1.42

(Includes all lease payments)

Balance at 1/18/2011 5,652.19

Certificates of Deposit:

First Citizens Maturity 13 Months -11/02/2010 APY 2.5% 103,057.65

Interest added at maturity 2,798.95

First Citizens Maturity 18 Month – 5/2/2012 APY 1.4% 105,856.60

Athens First Bank 14 Months – 12/05/2010 APY 2.00% 80,297.45

Interest added at maturity 1,890.53

Athens First Bank 14 Month – 2/5/2012 82,187.98

Balance in Certificates of Deposit at 1/18/2011 188,044.58

Total Cash in Banks at 1/18/2011 193,696.77

Balance at 10/19/2010 189,005.87

Additions: Interest:

Checking 1.42

Certificates of Deposit 4,689.48

Balance at 1/18/2011 \$193,696.77

HART COUNTY HOSPITAL
AUTHORITY MEMBER TERM SCHEDULE

<u>MEMBER</u>	<u>TERM EXPIRES</u>
Scott Hardigree	December 31, 2011
Gordon Irwin, D.O.	December 31, 2011
Pudge Smith	December 31, 2011
Larry Fouch	December 31, 2012
James Spencer	December 31, 2012
Robert Clark	December 31, 2013
Alice Glenn	December 31, 2013
Tony Hilton	December 31, 2013
*Robert Hummer, III MD	December 31, 2011

*The ninth member of the Hospital Authority, the Medical Chief of Staff, will change as elected each December by the Medical Staff.

HART COUNTY HOSPITAL AUTHORITY

Oversight Committee Roster – 2011

Cobb Foundation Board of Directors Meeting Date	Oversight Committee Member		
February 2011	J. Spencer	P. Smith	T. Hilton
March 2011	T. Hilton	S. Hardigree	L. Fouch
April 2011 Quarterly Authority Meeting w/Board			
May 2011	A. Glenn	S. Hardigree	G. Irwin
June 2011	R. Clark	Alice Glenn	L. Fouch
July 2011 Quarterly Authority Meeting w/Board			
August, 2011	R. Clark	T. Hilton	L. Fouch
September 2011	J. Spencer	G. Irwin	P. Smith
October 2011 Quarterly Authority Meeting w/Board			
November 2011	J. Spencer	G. Irwin	P. Smith
December 2011	R. Clark	T. Hilton	S. Hardigree
January 2012 Quarterly Authority Meeting w/Board			
<p><i>It is important that the Authority is well represented at each HCH Board of Directors Meeting. If you cannot be present on your assigned date, please exchange with another Authority Member. Board and Authority meetings for April, July, October and January begin at 5:00PM. All Authority members are to attend.</i></p>			