

**MINUTES OF MEETING OF BOARD OF TRUSTEES AND BOARD OF
TRUSTEES EXECUTIVE COMMITTEE OF
TALLAHATCHIE GENERAL HOSPITAL**

January 23, 2018

On this date at the hour of 11:30 a.m., the Board of Trustees and Board of Trustees Executive Committee met in regular session in the board room at the Administration House with the following trustees and personnel, to wit:

David Hargett, Trustee District One
Isaac W. Sayle, Trustee District Two
Gerry Speir, Trustee District Three
Willie Lockett, Trustee District Five (joined via Skype)
Jim Blackwood, Administrator
Buddy McRae, Chief Operating Officer
Joey Brunson, Chief Financial Officer
Rani Richard, Finance Department

Trustee Lockett opened the meeting with prayer.

The minutes of the December 26, 2017 meeting were presented. A motion was made by Trustee Sayle to approve the minutes from the last meeting. The motion was seconded by Trustee Hargett with all Trustees voting "Aye" in favor of the motion.

Mr. Brunson gave the Board copies of the statistics for the providers showing their production in the hospital and the clinic for the month of December 2017. The Board reviewed the statistics and questions were asked and answered.

Mr. Brunson presented the report of the Finance Committee for December 2017 financials to the Board. Questions were asked and answered about this report. A motion was made by Trustee Hargett to approve the report of the Finance Committee for December 2017 and also commended Mr. Blackwood and his team on their financial decisions. The motion was seconded by Trustee Sayle with all Trustees voting "Aye" in favor of the motion.

Mr. Blackwood circulated the Administrator's comments, a copy of which appears as Exhibit 1 hereto and is incorporated herein by reference. Questions were asked and answered concerning the Administrator's comments. The Board entered executive session to discuss outstanding legal matters. Upon conclusion of that discussion, the Board adjourned executive session and resumed the general meeting.

Mr. McRae circulated the Quality Report and HCAHPS Report for December 2017. A motion was made by Trustee Sayle that we mail the HCAHPS surveys out by regular mail and then follow up with a phone call in an effort to improve our patient satisfaction. The motion was seconded by Trustee Hargett with all Trustees voting "Aye" in favor of the motion.

Mr. McRae also presented the following reports: the HIIN 2017 Project Data, 2017 Annual Infection Control Report and 2017 Physical Environment Management Plans (Annual Evaluation). Questions were asked and answered concerning these reports.

There being no further matters for discussion, the Board adjourned.

Administrator's Comments – Meeting of January 23, 2018

Nursing Home – We have 98 residents in the nursing home with both sides 100% occupied, including the one semi-private male bed that has been open for the last several weeks. We have also received our new rate letter for the new quarter at \$225.91, down slightly from our rate last quarter of \$227.41. A copy of the new rate letter is enclosed in your packet.

Population Health Initiatives – Our Initial Preventive Physical Examinations are now taking place in the former administration space, and our initial training for Chronic Care Management has taken place. There will be additional training in the coming weeks. We are also working on coordinating these services with our clinic and the Wellness Center to achieve a continuum of care.

New Therapy Space – The work in the new therapy space is now complete, and they are currently seeing patients in the new space using the new geriatric equipment. We anticipate increased volumes from the nursing home, outpatient, and swing bed due to this renovation.

Infusion Service – We are in the process of retrofitting with prior therapy space for an outpatient infusion service. We are in the process of ordering the needed pumps and infusion chairs, and we have designated an existing employee to help us make the most beneficial access the 340B formulary.

Therapy Services in the Nursing Home – One-on-one counseling is underway for qualifying patients in our nursing home. These services are paid by a licensed clinical social work as an RHC outreach service. We have had some preliminary discussions with other area nursing homes about offering this service in their facilities.

Cost Containment Projects -- Since the close of our last fiscal year, we have been taking steps to cut costs where possible. Year to date, we are down \$323,000 in expenses versus this time last year. We also just

completed a clinic staffing analysis, which identified 12 positions that are not currently necessary. Of the 13, 5 were identified in the Charleston and Holcomb clinics. Eight positions were identified in the Tutwiler clinic. The 8 positions in Tutwiler were positions that existed when the clinic was a stand-alone clinic. All twelve positions have been eliminated and staff have been notified of the layoff. This will result in a substantial savings over the course of a year. We are performing a similar analysis in other areas of the hospital.

Conclusion of Audit and Cost Report – Our auditors will be on site to conclude our 2017 audit on February 2. Once the audit is complete, we will finalize the cost report, which must be filed by February 28.

Legal Matters:

The Estate of William Brewer, Sr. – No new developments.