

Jackson Parish Hospital
Governing Board Meeting Minutes
February 28, 2024

The Governing Board of Directors of the Jackson Parish Hospital Service District No. 1 met on Wednesday, February 28, 2024, at noon, in the Jackson Parish Hospital Board Room, 165 Beech Springs Road, Jonesboro, Louisiana. Board members present were: Chris Bowman, Angela Curtis, Shontae Mims, Dr. William Slusher. Hospital Staff present were: John Morgan, Dr. Jason Thomas, Bill Stansbury, Jerry Allen, Shelley Malsam and Kelsey Arnold.

Bowman called the meeting to order at 12:10 pm., and Morgan gave the invocation. There were 4 of the 5 members by Act 321 present; therefore, there was a quorum present.

Following a motion by Mims and second by Curtis, the February 28, 2024 agenda was unanimously approved. All members present were in favor and the motion carried.

Following a motion by Curtis and second by Slusher, the January 31, 2024, Regular Business Meeting Minutes were unanimously approved. All members present were in favor and the motion carried.

There were no members of the public present; therefore, there were no public comments.

Gayla Russo, CPA, for Langlinais, Broussard, and Kohlenberg presented the Audit Report for FYE 2023 and discussed findings to the Board of Directors, while noting they issued a clean unqualified opinion, which is the best you can have. She reported to the Board the Statement of Net Position and Liabilities, while noting that cash to cash equivalents were up \$1.3 million for the year. Russo then reported the Accounts Receivables were up to \$2.4 million for the year, the amount due from third party payors went down to \$1.5. Russo reviewed with the Board the Statement of Revenues, Expenses, and Changes in Net Position. She then reviewed the schedule of findings with the Board of Directors and there were two findings, while noting that these findings are consistent findings that are seen at most Critical Access Hospitals. There was a motion by Mims and second by Curtis to approve the Audit Report for FYE 2023 as presented. All members present were in favor, and the motion carried.

There was nothing to report during the Chief of Staff report.

During the Chief Executive Officer's Report, Morgan presented the Policies and Procedures manuals for annual approval. There was a motion by Slusher and second by Mims to approve the annual Policies and Procedures manuals. All members present were in favor and the motion carried. Morgan then presented the organizational charts for JPH, Chatham Medical Clinic, Jonesboro Family Care Clinic, and JPH Family Care Clinic. There was a motion by Mims and second by Curtis to approve the JPH organizational charts. All members present were in favor and the motion carried. Morgan then proposed merit raises for the employees of JPH. There was a motion by Curtis and second by Mims to approve the merit increases for eligible employees. Dr. Slusher excused himself from voting. All members present were in favor, and the motion carried. Morgan gave a friendly reminder to complete annual Ethics training.

During the COO/CIO Report, Thomas presented the quote for new air mattresses to replace the current foam mattresses for acute beds, noting that the quote is \$37,324.00 for 14 beds. There was a motion by Slusher and second by Mims to approve the purchase of the new air mattresses. All members were in

favor and the motion carried. Thomas then presented the revised JPH Visitor Policy. There was a motion by Slusher and second by Curtis to approve the revised JPH Visitor Policy. All members present were in favor and the motion carried. Thomas then presented the revised JPH Patient Interpretation Services Policy noting that it is a fee for service and is used in the hospital but not in the clinics as of now and that we are working to consolidate providers to simplify signage and documentation across the organization. There was a motion by Curtis and second by Mims to approve the revised JPH Patient Interpretation Services Policy. All members present were in favor and the motion carried.

During the CFO Report, Stansbury requested a ratification of Special Checks, ACH Debits for the months of January 2024 and February 2024 as well as payables for February 8, 2024 and February 21, 2024. There was a motion by Mims and second by Curtis to ratify the payables for February 8, 2024 and February 21, 2024, and Special Checks and ACH Debits for the months of January 2024 and February 2024. All members present were in favor and the motion carried. Stansbury continued to present financial report. Stansbury presented the Board with a packet of Financials, while also presenting a budget to actual comparison of the Statement of Net Position with the Assets and Liabilities.

Allen reviewed the Rural Health Clinic stats with the Board. Allen presented the ED Patient Arrival to First Documentation to Physician report, noting that the average is 27.15 minutes.

Malsam then presented the Board with the Hospital Statistics for the month of January.

There was a motion by Mims and second by Curtis to approve to send a check to Medicare for \$704,111. All members present were in favor and the motion carried.

Bowman thanked Mrs. Russo and the auditors for their work.

The next regular business meeting will be held Wednesday, March 27, 2024 at noon in the hospital board room.

Upon motion by Mims and second by Curtis, the meeting was unanimously adjourned at 12:51 p.m.

Chris Bowman, Esq.
Governing Board Chairman
Jackson Parish Hospital

John L. Morgan, MBA, RN
Chief Executive Officer
Jackson Parish Hospital