

Jackson Parish Hospital
Governing Board Meeting Minutes
February 22, 2023

The Governing Board of Directors of the Jackson Parish Hospital Service District No. 1 met on Wednesday, February 22, 2023, at noon, in the Jackson Parish Hospital Board Room, 165 Beech Springs Road, Jonesboro, Louisiana. Board Members present were: Dr. Rebecca Crouch, Chris Bowman, Angela Curtis, and Shontae Mims. Hospital Staff present were: John Morgan, Dr. Jason Thomas, Bill Stansbury, Jerry Allen, Sunni Bougues, Shelley Malsam, and Kelsey Arnold.

Crouch called the meeting to order at 12:10 p.m., 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 Bowman and second by Mims, the February 22, 2023, meeting agenda was unanimously approved.

Following a motion by Mims and second by Curtis, the January 25, 2023, 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.

During the Chief Executive Officer's Report, Morgan gave an update on Suite D, noting that it has been renovated with plans to move Dr. Dhawan's office to the suite and then move Business Office out to the modular building. Morgan then mentioned that the final details on the ED renovations are being wrapped up and hopefully will have the bids out in the next couple of weeks.

During the COO/CIO Report, Thomas presented the New Policy on Payment for Sports/Administrative Physicals. Thomas then asked Malsam to explain the policy since it is a business office policy. Malsam explained that the policy is being added because some students missed the free sports physicals from the schools and that a policy was needed in order to let the patient know up front about payment for a clinic-based physical because commercial insurances do not pay for the sports physical. There was a motion by Bowman and second by Mims to approve the new Payment for Sports/Administrative Physicals policy. All members present were in favor and motion carried. Thomas then presented the annual approval of JPH Policy & Procedure Manuals. There was a motion by Bowman and second by Mims to approve the JPH Policy & Procedure Manuals. All members present were in favor and the motion carried. Thomas then presented the Phreesia Clinic Registration Contract. Thomas explained that currently patient registration is being done in Cerner, but Phreesia will improve the registration process that will let the patient complete their paperwork on their device prior to their appointment. Thomas noted that the patient will be allowed to setup payment plans and upload their insurance card by using their phone. Thomas mentioned that it will drop the credit card transaction rate a pretty decent amount. Crouch asked how much it will decrease and Stansbury said it is a range but the average is about 4.1%. Bowman asked if that was per credit card and Stansbury noted that yes, it is per credit card. Bowman asked how much it will reduce the monthly charge that is paid to Cerner and Thomas explained the number floats because it depends on how many transactions are processed. There was much discussion on this topic and Bowman asked to table it until next month. There was a motion by Bowman and second by Mims to table the Phreesia Clinic Registration Contract until next month. 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 2023 and February 2023 as well as payables for January 26, 2023 and February 8, 2023. There was a motion by Bowman and second by Curtis to ratify the payables for January 26, 2023 and February 8,

2023, and Special Checks and ACH Debits for the months of January 2023 and February 2023. All members present were in favor and the motion carried. Stansbury continued to present the financial report, comparing budgeted figures to actual. Stansbury then requested approval of the annual merit increase for employees based on their yearly evaluation. There was a motion by Mims and second by Curtis to approve the annual merit increase for employees. All members present were in favor, and the motion carried. Morgan noted that the merit increases should show up on the March 17th paycheck for employees.

Allen presented the ED Patient Arrival to First Documentation to Physician report, noting that the average is 26.93 minutes. He then reviewed the January Telemedicine Visits for the schools and COVID tests performed, and then reviewed the Rural Health Clinic stats with the Board.

Malsam then presented the Board with the Hospital Statistics for the month of January 2023.

At 12:41 pm, there was a motion by Bowman and second by Curtis to enter into an Executive Session to discuss Strategic Planning. All members present were in favor, and the motion carried. At 12:51 pm, there was a motion by Bowman and second by Mims to return to regular session. All members present were in favor, and the motion carried.

There were no board comments made.

The next regular meeting will be held Wednesday, March 29, 2023, at noon in the hospital board room.

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

Dr. Rebecca Crouch
Governing Board Chairman
Jackson Parish Hospital

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