JENKINS COUNTY HOSPITAL AUTHORITY
REGULAR SESSION MEETING
April 27, 2026
TIME 6:00 PM

The Jenkins County Hospital Authority Regular Board monthly meeting was held on April 27, 2026 at the Jenkins County Medical Center Education Building.

Attendees:
Hospital Board Members: Jeff Brantley, John Newton, Alvin Burke, Wade Parker, Robin Scott
Others Present: Andrea Graham (CEO), Lindsey Clay (SHP), Mike Scribner (SHP), Monica Johnson (CNO), Kayla Patrick (CQO), Katy Hood (Director of BHU), David Tanner (Director of Facilities)

AGENDA

- **Call to Order - Jeff Brantley, Chairman**
  - Quorum Present, meeting called to order by Jeff Brantley.

- **Approval of Minutes from March 23, 2026 meeting.**
  - Motion to approve minutes (with noted date corrections)
  - Motion by John Newton; Second by Robin Scott, Unanimous vote to approve.

- **Consent agenda items to present. Andrea Graham, CEO**
  - Policies below presented and reviewed. Motion by Robin Scott; Second by Wade Parker, Unanimous vote to approve.

- **Financial Reports – Lindsey Clay, SHP**
  - Lindsey Clay, SHP, presented the financial report for month end March 31, 2026. Motion by John Newton; Second by Robin Scott, Unanimous vote to accept the financials as presented.
    - Lindsey Clay presented the financial report for the first quarter of 2026, highlighting a net loss, cash collections, AR trends, and ongoing efforts with True Bridge and the revenue cycle team to address AR issues, with input from Mike and discussion of claim management and payer denials.
    - **Key Financial Highlights:** Lindsey reported a net loss of $76,500 for March and $136,977 year-to-date, with cash collections trending at $799,000 for March and days in AR at 16.9 gross and 41.6 net.
  - **Balance Sheet and Cash Flow:** The balance sheet showed cash and equivalents at $10 million, with a decrease of 1.2% and an increase in patient AR to $4.5 million; the cash flow statement indicated a net decrease in cash of $521,000, primarily due to capital expenditures and cash collection shortfalls.
  - **Revenue Cycle and AR Management:** Lindsey and Mike discussed the need to prioritize collection of Medicare and Medicare Advantage AR, with more than $100,000 in cash tied up, and described ongoing restructuring and education efforts with True Bridge to improve claim follow-up and denial management.
  - **Claim Denials and Coding Issues:** The team identified down-coding and payer denials as key issues, with Alfonzo and Jennifer working on account-level follow-up, and recent outsourcing and internal education contributing to delays in collections.
  - **Grant Funding and Reimbursement:** Lindsey noted receipt of $74,044 from the overdose response grant in April and ongoing efforts to secure up to $300,000 in grant funding for the year.

- **Strategic Planning/Strategic Pillars Presentation**
  - Andrea and Lindsey provided updates on the strategic pillars, including quality, finance, people, service, community, and growth, detailing progress on dashboards,

grant funding, employee programs, patient satisfaction, community outreach, and new service lines.

- **Quality Pillar Initiatives:** The quality dashboard is used for performance tracking, with structured reviews of departmental measures, implementation of medication variance and safe patient handling policies, and ongoing staff education to reduce falls and improve compliance.
- **Finance Pillar and Grant Funding:** The team has secured $300,000 from the HRSA Overdose Response Grant and $20,281 from the Kids AAPHC Grant, with additional applications pending for rural health stabilization and infrastructure grants; a CDM increase is planned for May 1st to boost net revenue.
- **People Pillar and Employee Programs:** A structured employee orientation program is being rolled out, with onboarding/offboarding metrics, job descriptions, handbook implementation, turnover tracking, engagement surveys, merit-based pay, and benefits review in progress.
- **Service Pillar and Patient Satisfaction:** Patient satisfaction surveys show strong loyalty, with 83% of respondents recommending the hospital; efforts are underway to improve survey response rates, address feedback, and refine touchpoints in registration, billing, and emergency department.
- **Community and Growth Pillars:** Community outreach is being expanded by 10%, with health education programs planned and targeted initiatives to address social determinants; growth strategies include new service lines such as mobile MRI, infusion, and expansion of behavioral health and memory care services.

- **New Business to present.**
- Employee Handbook Update: Lindsey explained the need to update the employee handbook to clarify attendance and call-out policies for direct patient care staff, with the board approving the revised language to ensure alignment with department-specific policies.
  - Policy Clarification: The handbook was updated to distinguish attendance and call-out requirements for direct patient care staff, reflecting their unique needs and ensuring policy alignment.
- Motion by Alvin Burke; Second by Robin Scott; Unanimous vote to accept to approve handbook update.

- **Old Business to present.**
  - David Tanner and Dan King presented updates on ongoing capital projects, including renovations for the negative pressure room, ER, lab, and the geriatric behavioral health unit, with the board approving the final floor plan for the behavioral health unit after detailed review and discussion.
    - **Capital & Renovation Project Updates – David Tanner**
      - **Renovation Progress:** Renovations are underway for the negative pressure room, ER, lab, and geriatric hearing unit, with completion timelines dependent on material availability and coordination.
      - **Geriatric Behavioral Health Renovation Project:** Dan King described the new behavioral health unit's layout, including patient, staff, and visitor spaces, anti-ligature provisions, accessibility, and badge access controls, with input from DJ Tucker and Bryson on construction details. The floor plan was refined based on staff and administration feedback, adding bathrooms and check-in areas for visitation.
      - Motion to approve proposed floor plan and proceed with engineering and construction documentation by John Newton; Second by Alvin Burke. Unanimous vote to approve.
    - **Utility and Safety Considerations:** Discussion included relocation of data and electrical lines, integration with existing fire alarm systems, and confirmation of generator capacity for emergency power.

- **Other Business to present.**
  - Discussion regarding rescheduling May board meeting due to holiday; tentative new date set to May 26, 2026.

- **No public comments to present.**

- **Executive Session**- Motion to leave regular session and enter executive session at 7:10pm by Robin Scott, second by Wade Parker – Unanimous vote to approve. Executive session concluded at 7:36pm. No formal action requested post the executive session.

- **Adjournment**- Meeting adjourned following executive session at 7:38pm with a motion from Wade Parker, second Alvin Burke.

- **Next Meeting** scheduled for May 26, 2026 at 6:00pm.