

COMMUNITY CARE OF RUTHERFORD COUNTY, INC.

AUGUST 10, 2016

MINUTES

The Board of Directors of CCRC met in regular session at Noon on Wednesday, August 10, 2016 at the facility. Those present were:

Ernest G. Burgess, Chairman  
Doug Bodary  
Faye Elam  
Frankie Johnson  
Kaye Jernigan  
Mike Nunley  
Greg Lyles  
Carol Cook

Terri Bodkins  
Jimmy Jobe  
Evan Cope  
Vicki Taylor

Chairman Ernest Burgess presided and called the meeting to order at 12:30 P.M. with eight members present.

MINUTES

"Ms. Jernigan moved, seconded by Mr. Nunley, to approve the minutes of the last meeting as received. The motion passed with all present voting "Yes."

CORPORATE COMPLIANCE OFFICER (CCO)

Belinda Skidmore's report was written this month. They provided orientation for eleven new employees during July. No new issues to report.

"Mrs. Cook moved, seconded by Ms. Jernigan, to accept the CCO report as presented. The motion passed unanimously with all members present voting "Yes."

FINANCIAL STATEMENTS

Mrs. Bodkins reviewed the June Profit & Loss Statement with the Board. The census today is 113 with 12 Medicare, 72 Medicaid, 19 Private Pay, and 4 Hospice. She reviewed all expenses with the Board. She said staffing remains a main area of concern as well as census.

"Mrs. Cook moved, seconded by Mr. Lyles, to approve the financial statements as presented. The motion passed unanimously with all members present voting "Yes."

ADMINISTRATOR'S REPORT

Mrs. Bodkins reported cash receipts collected in July was \$722,455.80 with \$727,321.98 booked for the prior month.

The Accounts Receivables Reduction efforts and successes were discussed.

Mrs. Bodkins presented a list of uncollectable accounts receivables ranging from 2006-2016 that need to be written off in the amount of \$57,764.13. These are uncollectable and should have been written off before now but in an effort to clean things up and start with a clean slate, she requested they be written off.

Mr. Bodary asked if there are other centers that have a policy regarding write-offs and asked if Mrs. Bodkins will bring a template policy regarding this back to the Board.

"Mr. Nunley moved, seconded by Mrs. Elam, to approve the write-offs in the amount of \$57,764.13 as presented by Mrs. Bodkins pending we have pursued all avenues to collect. The motion passed unanimously."

Mrs. Bodkins reported she continues to wait on the County's IT Department and American Health Tech to work out security issues allowing for full implementation of the software for the electronic charting equipment as they are now only able to use bits and pieces of it. Chairman Burgess suggested Mrs. Bodkins schedule a conference call with OIT and AHT on the phone with her.

#### OTHER BUSINESS

Jimmy Jobe presented an engagement letter for Mrs. Bodkins' signature for their firm to continue doing the full bookkeeping work for the facility. He explained all the services they provide to CCRC and said he appreciates the Board allowing them to do so and hopes they will continue using them.

Mrs. Bodkins said she has been satisfied with them and Mr. Burgess said he has been very pleased with them and they are always very professional in every way.

"Ms. Jernigan moved, seconded by Mrs. Cook, to authorize Mrs. Bodkins to sign the engagement letter from Jobe Hastings. The motion passed unanimously."

Mrs. Cook said she would like for Mrs. Bodkins to attend the next Health & Education Committee meeting so she can be introduced to the Committee. Mayor Burgess said it would be good if she could attend the meeting once a quarter.

There being no further business at this time, Mr. Burgess declared the meeting adjourned at 1:25 P.M.



ERNEST G. BURGESS, CHAIRMAN