MINUTES OF
STEPHENS MEMORIAL HOSPITAL DISTRICT
MEETING OF THE BOARD OF DIRECTORS
September 24, 2026
PLACE: O.C. Heairren Annex

Board members present:
Tom Echols, President
Wade Toombs
Kevin Simmons
Gregg Goodall
Bruce Curry
Kaylee Shahan
Todd Tidwell
Also present, CEO Gena Speer, Medical Director Dr. Windsor, Chief Nursing Officer Beatrice Duncan, Quality Director Ashley Woodrum, Chief Revenue Officer Linda Moore, Administrative Services Samantha Palacios

Tom Echols called the meeting to order at 5:27 PM.
The board reviewed the minutes from the August board meeting. Kevin Simmons made a motion to approve the board minutes, seconded by Bruce Curry, approved by all.

Tom Echols informed the board that the next board meeting will be October 29, 2026.

Dr. Windsor gave her report from the medical staff meeting. Recent inpatient volumes have been low, with a total of seven active patients in the hospital recently, while all other areas continue to remain steady.

Credentialing or recredentialing of medical staff:
Initial Appointments recommended by the medical staff:
None
Re-Appointments recommended by the medical staff:
Robert Atchison, MD (Active thru 09/27/2028), Jacob Franklin, MD (Active thru 09/27/2028), Mustafa Hussain, MD (Active thru 09/27/2028), Matthew Altman, MD (Active thru 09/27/2028), Dalia Eltoum, MD (Active thru 09/27/2028), Shawn Armstrong, FNP (Active thru 09/27/2027), Latrice Berry, FNP (Active thru 09/27/2027)
Change in Staff Status:
None
Kaylee Shahan made a motion to approve the appointments, seconded by Todd Tidwell, approved by all.

Old Business:
Joe Valdez, presented a recruitment services proposal from StaffPad**.** He explained that program eliminates traditional placement fees and includes weekly check-ins, a no-replacement-fee guarantee, and recruitment support for any open hospital position. Recruitment efforts include digital advertising through Facebook and Google, with AI-assisted analysis of job market trends and human recruiter screening of candidates. The proposed pricing is $7,500 per month with a $2,500 setup fee. The first 30 days are provided at no cost for implementation, followed by a 90-day trial period with a satisfaction guarantee. The agreement may be terminated during the initial 120-day period if the hospital's expectations are not met.

New Business:
The board discussed the appointment of a member to the Stephens County Appraisal District Board of Directors. Kevin Simmons made a motion to reappoint Gregg Goodall, seconded by Bruce Curry, approved by all.

Gena presented information regarding the ADP TotalSource Contract. The board reviewed a proposal that would provide employees with more health insurance plan options and is projected to reduce healthcare costs for both employees and the hospital. Gregg Goodall made a motion to approve the contract, seconded by Wade Toombs, approved by all.

Clinical Services Report

Beatrice gave the clinical report. She shared that training was completed for clinic and physical therapy staff, helping improve patient scheduling and order entry workflows. She also provided an update on swing bed outreach efforts, including meetings with area case managers and hospitals. Additional outreach is planned over the next month to help increase swing bed admissions.

Quality and Compliance

Ashley gave the report on quality and compliance. She reported one patient fall with no injuries, and the equipment involved was removed from service. No medication errors were reported. She also shared that one patient experienced a medical event in the lab and was stabilized after a rapid response was called. Two patient grievances were received; one has been resolved, and the other remains under review. Length of stay continues to perform well.

Financials and Statistics

Gena gave the report on statistics. She reported a slight decrease in acute patient days, while swing bed patient days increased. ER visits and lab volumes were up. Outpatient physical therapy visits remained strong, supported by the addition of a second physical therapist. Radiology volumes were slightly lower, primarily due to fewer X-ray orders, while mammography visits increased. Efforts are underway to certify two staff members in mammography to improve scheduling and availability. Clinic visits also increased, driven mainly by growth in primary care visits and higher daily patient volumes among providers.

Stephen Peyton delivered the presentation on financials. Purchased services is at $345K. Lease and rental expenses were above budget due to Oracle costs. Management expects these costs to be classified as a leased asset and lease liability following discussions with the auditors, which will increase both balances. Operating expenses remained stable at approximately $1.5M. The net loss before depreciation was $834K. Year-to-date net patient revenue was $12.8M, and year-to-date net income was reported at a loss of $45K.

Linda presented the Revenue Report. She shared that claims are now processing smoothly through the Oracle system, and reimbursement payments began arriving toward the end of the month. Monthly revenue totaled $2.8M, with continued growth from previous months. Cash collections remained steady, with more than $1M received during the month. Medicare and Medicare Advantage volumes also continue to improve.

Todd Tidwell made a motion to accept the Statistics, Financial, and Revenue Reports, seconded by Kaylee Shahan, approved by all.

Administrator's report:

Gena presented the EMS report and shared that operations continue to run smoothly. EMS response compliance remained high, ranging from 99% and 100%, with no recorded delays in response times.

Gena also provided an update on the Oracle conversion, noting that the transition is ongoing.

There was an update on the grants. Initiative 4 (Recruitment Grant) and Initiative 6 (Capital Investment Grant) remain in progress, with contracts still pending due to administrative delays. An update was also shared on the Innovation Grant, with funding for both years expected to be carried forward to the next year. The board received an update on financing options and project requirements for the proposed capital project. Discussion included funding strategies, project timelines, approval processes, and the use of fixed-price contracts and performance bonds.

Gena introduced Barbara Preston, who will be volunteering to help with fundraising efforts for the project. Gena also shared information on fundraising and grant support firms that could assist with identifying funding opportunities and grant administration.

Gena reported the ACS renovation project is moving forward, and efforts are underway to coordinate the required state safety inspection. The inspection is expected to take place in late November or early December.

Executive Session

The Board went into Executive Session at 8:11 PM and came out of Executive Session at 8:26 PM.

Kevin Simmons made a motion to approve the StaffPad contract, seconded by Gregg Goodall, approved by all.

Kaylee Shahan made a motion to adjourn at 8:29 PM, seconded by Todd Tidwell, approved by all.

Samantha Palacios
Administrative Services

Gena Speer
Gena Speer
CEO/Administrator