

Office of Mississippi Physician Workforce
Advisory Board Meeting
December 5, 2012

Members present: Drs. Diane Beebe, John Mitchell, Hugh Gamble, Jennifer Hicks, Luke Lampton, Jason Dees, Amy Woods, Wayne Slocum, Shirley Schlessinger, Claude Brunson, Mark Williams and Aurelia Jones-Taylor and Misters Robert Pugh and Blake Wilson

Absent: Drs. Mary Currier, Tom Joiner, Jimmy Stewart, LouAnn Woodward, James Turner and Mr. Brent Christensen

Dr. Beebe called the meeting to order at 4:00 p.m.

1. Introduction of Board members and Dr. Brian Rutledge

Members of the Advisory Board introduced themselves and their appointing organizations. Dr. Brian Rutledge, Chief of Staff to the Vice Chancellor, was introduced as staff support for the OPW. Brian handles travel reimbursements and monetary disbursements. He and Ms. Dian Cannon (not present), also in the VC office will handle Board communication.

2. Review and approval of minutes from Executive Committee meeting October 22, 2012

The Board reviewed and approved the minutes and actions of the Executive Committee on October 22, 2012. Dr. Mitchell highlighted the budget disbursement for salary support for the interim director and asked for specific approval, which was given unanimously.

3. Forrest General Hospital Family Medicine Residency Program presentation

- Dr. Eric Hale updated the Board on the progress of establishing the FM residency program. He has met with nothing but overwhelming support and engagement from the members of the Hattiesburg Clinic, the staff of Forest General and the community. The Program Information Form (PIF) was submitted to the ACGME RRC-FM at the end of October. Both Dr. Hale and Dr. Beebe have had conversation with Ms. Eileen Anthony, the RC-FM Executive Director. All new programs are reviewed at the RC-FM May meeting. Dr. Hale just received word that a site visit (SV) has been scheduled for April 3, 2013, so the SV report should be available to the RC-FM Committee for the May agenda. If accreditation goes as planned, the program will

be available to participate in the 2014 ERAS resident Match process and have entering PGY-1's in July 1014. This would coincide with the first graduating class of students from Wm. Carey School of Osteopathic Medicine from which they hope to attract top candidates, as well as from UMMC and surrounding state medical schools. Dr. Beebe will continue to work with Dr. Hale to prepare for the site visit. The only curricular concerns shared by Dr. Hale are in the areas of pediatrics and OB.

- Mr. Bill Oliver presented program financials. He expressed deep gratitude to the Board for the prior allocation of \$665,250 in August, 2012. Actual Expenses as of 9/30/12 were \$164,313; projected expenses by 9/39/12 are \$719,650 for a total spent of 1,483,963. Projected expenses by 9/30/14 are an additional \$680,000. There will be no program reimbursement from Medicare until the start of residency training 7/1/14 (estimated). The expenses are itemized on the handout given to each Board member in attendance. Mr. Oliver requests of the Board:
 - 1) Additional funds up to the \$1 Million from the funds already allocated to the OPW from the legislature for the additional projected expenses. He would request that these funds, if approved, be transferred to Forrest General after the May RRC-FM meeting and knowledge of accreditation action.
 - 2) Support toward legislative efforts to achieve additional funds, in the amount of \$1 Million, that would be allocated to Forrest General in the 2013-2014 year for the ongoing expenses. These allocations, if approved at that time by the Board, could be in quarterly disbursements.

- 4. Director Search Update and Discussion
 - Dr. Beebe shared the initial Director "ad" and position responsibilities statement that was sent to all organizations with appointed members to the Board. MOMA, MS Chapter of ACP and MAFP have agreed to distribute these documents to their members. MSMA has posted it on their on-line job bank at no cost.

 - Dr. Mitchell and Dr. Beebe advised the Board that after much discussion and consideration, the Executive Committee had approved contracting with Korn/Ferry for the Director Search.

 - Mr. Arnie Sherrin, and Mr. Michael Mathis, Senior Client Partners from Korn/Ferry International facilitated discussion with the Board regarding the ideal profile for candidates for the position. They had met immediately prior to the Board meeting with Dr. Keeton and with Drs. Mitchell and Gamble and had other meetings on the morning following with Dr. Beebe, Mr. Wilson and Dr. Hicks. Other Board members

were offered to meet with them after the Advisory Board meeting if desired. There was great consistency in the feedback from Board members.

- All candidates will be vetted through Korn/Ferry, but, the representatives emphasized the need for involvement by the Board members to seek qualified and interested applicants and refer.
- Mr. Sherrin and Mr. Mathis will revise the Director position responsibilities statement and discuss with Dr. Beebe the process for vetting and interviewing candidates.

5. Mission and Goals Review

Dr. Mitchell presented revised Mission and Vision statements and goals for review by the Board. These will be posted on the OPW website, a screenshot of which was included in the member packet and members were encouraged to view and provide feedback. It was noted that these goal statements will be a living document with revisions as appropriate as the Office develops.

6. Budget Review

- Dr. Beebe went over the 2012 and 2013 budget projections for the Office, noting that in 2013, extremely conservative estimates put office operational expenses at \$427,185. It was her recommendation that the amount requested from the legislature in the coming session be increases from the \$500,000 for office operations, particularly not knowing the salary level of the person to be hired as Director.
- After some discussion, the Board voted to request a total of \$2.5 Million from the legislature during the upcoming legislative session. Dr. Claude Brunson will work with MSMA to coordinate lobbying efforts. Generally, this would support \$1 M for further Forrest General Residency Program support, \$750,000 for office operations and \$1.2 M for support of additional programs, residencies and even positions at UMMC where other GME funding is lacking. Dr. Beebe will work on a budget with justification.
- On a motion from Dr. Shirley Schlessinger that was appropriately seconded, the Board voted unanimously to approve the additional funding of \$334,750 to Forrest General Hospital for support of the Family Medicine Residency Program.

7. Press Release Info

Per Dr. Lampton's suggestion at the Executive Committee meeting, a press release on the Office was developed by UMMC Public Relations and sent to the usual distribution list which included over 150 statewide newspapers and journals. A copy of the press release was included in member packets.

8. Travel Reimbursement

Dr. Beebe reminded members that Mr. Rutledge will be handling travel reimbursement for those traveling from outside the Jackson metro area. She polled the members and all had received reimbursement checks except for Dr. Mitchell for the first Board meeting. Mr. Rutledge will check on this. Members were reminded to notify Mr. Rutledge if they do not receive checks for tonight's meeting within 3-4 weeks.

9. Update on Office Space

Dr. Beebe stated that the office space for the OPW should be ready for occupancy by end of December; much of the space is already empty. She and Dr. Mitchell reiterated that this new space would house both the OPW and the MS Rural Physicians Scholars Program. Ms. Janie Guice, Director of the MPRSP will be retiring mid-January and a search is on for her replacement. Three final candidates will be interviewed on December 17th.

10. Next Advisory Board meeting date

The Board voted to meet at a date to be determined in March, 2013 following legislative funding decisions.

Meeting was adjourned at 6:15 pm.

Respectfully submitted;

Diane K. Beebe, MD
Interim Director