Clay County Medical Center Board of Trustees

8 P.M. Tuesday, Sept 29, 2015 Board Room

Minutes

BOARD MEMBERS PRESENT	OTHER PERSONS PRESENT
Lori Penner	Austin Gillard, CEO
Richard Cott	Jim Garbarino, CFO
Sandy Fox	Monte Green, Attorney
Jeff Yarrow	Mary Jensen, Recording Secretary
Terri Parry	Cindy Rush, HR
	Justin Begnoche, Radiology

CALL TO ORDER

Lori Penner, President, called the meeting to order at 8:04 p.m.

BOARD MEETING MINUTES

Lori Penner asked if there were any corrections to the minutes of September 8, 2015. Motion made by Jeff Yarrow, seconded by Richard Cott, to approve the minutes of September 8, 2015 as presented. Motion carried 4-0.

AGENDA REVIEW

ADD UNDER NEW BUSINESS:
- PTO Policy Review
- Pharmacy Update
- New Employee Probationary Period Policy Review

ADD UNDER OLD BUSINESS:
- Counseling Services Update

FINANCIALS – JIM GARBARINO

Jim Garbarino, CFO presented the Financial Review for August 31, 2015. Discussion followed. Motion made by Sandy Fox, seconded by Terri Parry, to approve the financials for August 31, 2015 as presented. Motion carried 4-0.

NEW BUSINESS

CREDENTIALING REVIEW & APPROVAL

The Board reviewed the credentialing files recommended by Medical Staff for the following courtesy staff:

Appointments: Karli Hubka, OD
Re-appointments: Ryan Hiesterman, OD
Richard Reeves, OD
David Pauls, MD

Motion made by Terri Parry, seconded by Richard Cott, to approve courtesy staff privileges to Karli Hubka, OD; Ryan Hiesterman, OD; Richard Reeves, OD and David Pauls, MD. Motion carried 4-0.

SONO BIDS & APPROVAL – JUSTIN BEGNOCHE

Justin Begnoche presented three quotes for a refurbished sono machine. Justin's recommendation was the GE Sono Machine for $81,125.00. He stated that two of our current techs will be trained on the new machine. After discussion, motion made by Richard Cott, seconded by Terri Parry, to approve the purchase of the GE Refurbished Sono machine, including service & 1 year warranty for a cost of $81,125.00. Motion carried 4-0. Justin Begnoche left the meeting.

PROBATIONARY PERIOD FOR NEW EMPLOYEES

Austin and Cindy Rush informed the board that we will be adding employee Standards of Performance into our CareLearning system. Our personnel handbook says we have a 6 months probationary period and the template we will use in CareLearning only goes up to 4 months. He asked the board if they would consider a shorter time frame of 120 days. If we shorten the probationary period then we would also end up shortening the PTO and SL availability. After discussion, motion made by Sandy Fox, seconded by Richard Cott, to change the policy for the probationary period from 180 days to 120 days and to discontinue the 6 month step salary increase for new hires beginning October 1, 2015. Motion carried 4-0.

PTO

The Board discussed PTO and extended leave policies. After discussion, it was decided to have Cindy Rush check with HINK and surrounding hospitals to see what their policies are regarding PTO and extended sick leave. She will bring the information to the next meeting.

OLD BUSINESS

PENSION PLAN

The board discussed the letter and information from Jason P. Lacey, regarding our current Pension Plan. After discussion, motion made by Sandy Fox, seconded by Terri Parry, to move the employee mandatory contribution to 0%, move the CCMC contribution to a flat 3.5%, to discontinue the disability insurance portion of the pension plan as of January 1, 2016 and to grandfather in the 62 years old fully vested portion of the pension plan to current employees only. Motion carried 4-0.

Cindy Rush left the meeting.

ADMINISTRATIVE REPORT – AUSTIN GILLARD, CEO

CDC COMPLIANT REFRIGERATOR(S) APPROVAL

Austin presented a request for 6 new refrigerators to be used in pharmacy, nurse's med room, OB, ER, ICU & surgery. Three bids were reviewed. After discussion, motion made by Sandy Fox, seconded by Richard Cott, to approve the purchase of 6 refrigerators (one with a freezer) from Health Care Logistics for a cost of $11,790.35. Motion carried 4-0.

ROOF, GENERATOR & CARPET UPDATE

- Both McGee's and Geisler Roofing sent bids for the roof repair from hail damage. The bids are being reviewed. This will be covered by our insurance.
- We have a temporary generator and ours will be taken to KC to be fixed. This also is covered by insurance.
- The carpet is installed and looks good.

KHA, UNIVERSITY OF MISSOURI & NRHA UPDATE

Austin and 3 board members attended the KHA meetings and were pleased with the speakers.

Austin was a guest speaker at the University of Missouri last Thursday and Friday. He is going to the NRHA Critical Access Hospital Conference this week in KC.

340B UPDATE

We are moving forward with the 340B and it is going well.

FIRE MARSHALL

The Fire Marshall was here last week and we had a few violations. The biggest one was not having monthly fire drills. Steve Gurney is filling out the action plan and will submit it to the Fire Marshall. We will begin having monthly fire drills.

PHARMACY

Scott Patterson will be a contracted employee instead of a CCMC employee.

MEDICALODGE/UBIT

The Board reviewed the letters from Stephanie Kennedy regarding the sale/lease of the Medicalodge building. It was decided to have Austin contact HFG and get their input before starting negotiations. He will email the board the information he receives from HFG.

CCFP

Austin is moving forward with this and will meet with the physicians on October 5th at 6:30 p.m. to present the compensation package.

OLD BUSINESS

COUNSELING SERVICES UPDATE

Austin checked into this service and there is not much we can do. He is still gathering information and plans to visit with the ministerial alliance.

NEXT MEETING

The next Board of Trustees meeting will be on October 20th at 8 p.m. in the Board room.

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Minutes recorded by Mary Jensen, Recording Secretary