Clay County Medical Center
Board of Trustees

7 P.M.
TUESDAY, JANUARY 26, 2016
BOARD ROOM

Minutes

BOARD MEMBERS PRESENT	OTHER PERSONS PRESENT
Lori Penner	Austin Gillard, CEO
Jeff Yarrow	Jim Garbarino, CFO
Sandy Fox	Mary Jensen, Recording Secretary
Richard Cott	Monte Green, Attorney
Terri Parry	2 CCCHS Students
	Steve Gurney, Engineering
	Amy Burr, Meadowlark Hospice

CALL TO ORDER

Lori Penner, President, called the meeting to order at 7:04 p.m.

BOARD MEETING MINUTES

Lori Penner asked if there were any corrections to the minutes of January 5, 2016. Motion made by Richard Cott, seconded by Jeff Yarrow, to approve the minutes of January 5, 2016 as presented. Motion carried 3-0. Terri Parry abstained.

AGENDA REVIEW

ADD:
Executive Session for Non-Elected Personnel

FINANCIALS – JIM GARBARINO

Jim Garbarino, CFO presented the Cash Receipts/Disbursements for December 31, 2015. Discussion followed. Motion made by Sandy Fox, seconded by Terri Parry, to approve the Cash Receipts/Disbursements for December 31, 2015 as presented. Motion carried 4-0.

NEW BUSINESS

CENTRAL MECHANICAL CONSTRUCTION QUOTE – STEVE GURNEY

Steve Gurney reported on the boiler problems with tubes breaking. He presented a quote from Central Mechanical Construction to replace 16 tubes for $10,230.00 or to replace 2 tubes plus 4 additional ones as backup for $3,815.00. Steve's recommendation is to replace the 16 tubes. After discussion, motion made by Jeff Yarrow, seconded by Terri Parry, to replace the 16 tubes for $10,230.00. Motion carried 4-0. Steve Gurney left the meeting.

MEADOWLARK HOSPICE QAPI UPDATE – AMY BURR

Amy Burr, Meadowlark Hospice Director, presented the revised QAPI plan for Meadowlark Hospice and the advisory role of the governing body in the QAPI program. Discussed that as program director Amy will be the designee for implementing the program and regularly reporting to the governing body. The governing body will be responsible for approving the quarterly reports and recommending any additional projects if needed. The annual performance improvement plan for 2016 was presented for approval as well as the Quarterly report form that will be used to send to the board for review and approval. Motion made by Sandy Fox, seconded by Richard Cott, to approve the QA Projects for 2016 and the changes made to the QA policy. Motion carried 4-0. Amy Burr left the meeting.

CANDIDATES TO REVIEW & APPROVE

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

Courtesy Staff:	Jacob T. Hodges, MD Gilbert Katz, MD
Allied Health Staff:	Annette Helms, APRN Pam Braebec, APRN

Motion made by Terri Parry, seconded by Jeff Yarrow, to approve the appropriate staff privileges to all those listed above. Motion carried 4-0.

The Board reviewed the credentialing files recommended by Medical Staff for the following re-appointments:

Courtesy Staff:	William Garlow, MD Dustin Kruse, DDS
Allied Health Staff:	Kevin Ruggle, AUD Raj Marwah, CRNA Sarah Westgate, APRN

Motion made by Sandy Fox, seconded by Richard Cott, to approve the appropriate staff privileges to all those listed above. Motion carried 4-0.

WELLNESS CENTER & HOSPICE – COST REPORT REIMBURSEMENT

Austin presented a possible cost report improvement for the both the Wellness Center & Hospice if they were moved off site. Discussion followed. The Board agreed to have Austin pursue this and bring back more information for further discussion.

OCCUPATIONAL HEALTH

Austin presented a report on our current PCP clients and their utilization for 2015. Out of the 62 PCP's that were performed, 42 PCP's were for CCMC employees and 20 PCP's were for outside employers. Due to the low utilization from outside employers, the Occupational Health position has been eliminated. PCP's will be completed by the therapy department, drug screens will be completed by lab, and employee health will be completed by our QA/Infection Control nurse.

PRIVATE PAY DISCOUNT

CCMC does not provide a discount for private pay patients, who do not qualify for our charity care program. Austin presented a request to offer a percentage discount for private pay patients. After discussion, motion made by Sandy Fox, seconded by Terri Parry, to approve a 20% private pay discount for private pay patients not eligible for charity care. Motion carried 4-0.

THE MIDLAND GROUP

Austin stated that to better manage our private pay accounts we will be working with the Midland Group. They will help us manage our accounts and relationships with self-pay patients and to increase access to health care for low-income individuals. We will send out the initial statement and they will set up a payment plan, contact patients on missed payments and make necessary phone calls.

PIPER JAFFRAY ANALYSIS

The Board discussed the possibly of the Phase 1 remodeling project. Piper Jaffray emailed a scenario of how we would structure our current bonds with the new bonds. The $5 million project financed over 20 years in 2017 allows the new bonds to be wrapped around the existing bonds while maintaining a revenue/mill levy commitment of 2.8 mills. Austin has spoken with the Foundation Board and also with med staff in regards to this possibility. The Foundation would kick off the fundraising at the annual meeting in April. The Foundation would like direction from the hospital board. The board directed Austin to talk with HFG and Piper Jaffray and bring back more information to the next board meeting.

MEETING RECESSED

The CCMC Board recessed the meeting at 9:05 p.m. to go into the Liberty Square meeting.

The Liberty Square meeting adjourned at 9:32 p.m. (See Liberty Square minutes)
The CCMC Board of Trustees meeting re-opened at 9:33 p.m.

EXECUTIVE SESSION

Motion made by Sandy Fox, seconded by Terri Parry, to go into executive session to protect the privacy rights of non-elected personnel to discuss various employee matters, at 9:35 p.m. for 25 minutes. Motion carried 4-0. Mary Jensen left the meeting. The Board came out of executive session at 10:00 p.m.

NEXT MEETING

The next Board of Trustees meeting will be on Tuesday, February 9th at 7 p.m. in the board room.

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Minutes recorded by Mary Jensen, Recording Secretary