# Clay County Medical Center Board of Trustees

## 7 P.M. Tuesday, February 23, 2016 Board Room

# Minutes

BOARD MEMBERS PRESENT
Lori Penner
Jeff Yarrow
Sandy Fox
Richard Cott
Terri Parry

OTHER PERSONS PRESENT
Austin Gillard, CEO
Jim Garbarino, CFO
Mary Jensen, Recording Secretary
Monte Green, Attorney

**CALL TO ORDER**

Lori Penner, President, called the meeting to order at 7:05 p.m.

**BOARD MEETING MINUTES**

Lori Penner asked if there were any corrections to the minutes of February 9, 2016. Motion made by Sandy Fox, seconded by Jeff Yarrow, to approve the minutes of February 9, 2016 as presented. Motion carried 4-0.

Lori Penner asked if there were any corrections to the minutes of February 17, 2016. Motion made by Richard Cott, seconded by Terri Parry, to approve the minutes of February 17, 2016 as presented. Motion carried 4-0.

**AGENDA REVIEW**

Nothing to add

**THERAPY TOUR WITH AARON PROCTOR**

The Board toured the therapy department with Aaron Proctor, Department Manager. Aaron walked them through the different areas and explained the challenges faced by the therapy employees on a daily basis. The Board thanked Aaron for his time and will continue to look at options for the therapy department.

**FINANCIALS – JIM GARBARINO, CFO**

Jim Garbarino, CFO presented the Financial Review for January 31, 2016. Discussion followed. Motion made by Terri Parry, seconded by Sandy Fox, to approve the Financials for January 31, 2016 as presented.

**LINE OF CREDIT – JIM GARBARINO, CFO**

Jim Garbarino presented Line of Credit quotes from United Bank & Trust, Union State and Clay County National Bank. Sandy Fox and Richard Cott both left the meeting due to conflict of interest. The remaining Board members discussed the interest rate, payment frequency, terms, collateral and loan fees for each back. Motion made by Terri Parry, seconded by Jeff Yarrow, to accept the quote from Union State Bank. Motion carried 2-0. Sandy Fox and Richard Cott returned to the meeting.

**NEW BUSINESS**

**CANDIDATES TO REVIEW & APPROVE**

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

Courtesy Staff: Thomas Doyle, MD; Craig Gernon, MD; & Jaime Barberena, MD

Allied Health Staff: Casey B. Jankord, PA-C

Motion made by Richard Cott, seconded by Jeff Yarrow, to approve the privileges to those listed above. Motion carried 4-0.

**ADMINISTRATIVE REPORT – AUSTIN GILLARD, CEO**

**WELLNESS CENTER & HOSPICE UPDATE**

Austin Gillard and Jim Garbarino presented a cost analysis if we moved Wellness, CrossFit and Hospice to another location. They also looked over a rough sketch of the proposed Wellness Center, CrossFit and Hospice. Two bids were received: Oetinger-Lloyd's bid was an estimated $200,000.00 and Bloom Construction was $178,000.00 (no floor covering or wall painting included). The estimated cost of used gym equipment was $100,000.00. The Board discussed other possibilities and decided to have Austin explore whether a lot east of the hospital was an option and to get an estimate on building a new facility.

**PIPER JAFFRAY & CO UPDATE**

Austin received an email from Dustin Avey regarding their fee. If PBC or GO bonds are issued to fund the project their fee would be 1% of the bond amount. If we decided to go with the process to issue hospital revenue bonds their fee would be 1.75%. Austin and Dustin Avey are going to meet with the County Commissioners on March 7$^{th}$ at 11 a.m. at the Courthouse. Jeff Yarrow will also attend the meeting.

**HEALTH FACILITIES GROUP UPDATE**

The Request for Proposals for Hospital Construction Manager was published in the Clay Center Dispatch on February 19, 2016. The hospital board will be employing a three step qualifications based selection process to select Construction Manager's for this project. The Board discussed possible dates for the Phase III interviews and decided to conduct them on Wednesday, April 27$^{th}$ beginning at 8 a.m. in the Board Room. Terri Parry will be available by phone during interviews.

The Notice of Public Hearing was published on February 19, 2016. The Board decided to conduct a public hearing on Tuesday, March 29$^{th}$ at 7:45 p.m. in the board room prior to the regular meeting.

The Board reviewed the HFG agreement and discussed their fees & compensation. Austin sent the agreement to a lawyer to review and to check on fees.

**CCFP AND MISCELLANEOUS**

- CCFP have agreed for CCMC to hire four mid-levels to cover the ER.
- ER coding has been outsourced.
- We will be moving toward creating an urgent care center in late summer or fall.
- Dr. Lohrmeyer has her agreement and is looking it over.
- Bloom Construction has cut the hole in the generator shed and the new generator should be installed & connected tomorrow.
- Positions: We will not be replacing a charge entry position or a coding position. We will be outsourcing dictation.
- Credentialing and insurance enrollment will be outsourced.
- The boiler went down again. Engineering staff have figured out how to fix them and have bought the necessary tools. They also will purchase more tubes to have readily available.
- CCFP have agreed to merge with CCMC July 1$^{st}$. The Board reviewed the Asset Purchase Agreement.
- Audra Walter and Pam Brabec have 3-year employment agreements with CCMC.
- Austin has a call tomorrow with a PR firm on how to relate CCFP merging with CCMC to the community.

The meeting adjourned at 9:39 p.m.

**NEXT MEETING**

The Board of Trustees meeting will be on Tuesday, March 8$^{th}$ at 7 p.m. in the board room.

________________________________________

Minutes recorded by Mary Jensen, Recording Secretary