Clay County Medical Center Board of Trustees

Thursday, Nov 10, 2016
12 p.m.
Education Centers 1&2

Minutes

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

OTHER PERSONS PRESENT
Austin Gillard, CEO
Jim Garbarino, CFO
Joel Mason, Attorney
Mary Jensen, Recording Secretary
HFG Representatives
McCowanGordon Construction Representatives

CALL TO ORDER

Lori Penner, President, called the meeting to order at 12:05 p.m.

HFG & MCCOWANGORDON UPDATES

Tim Dudte, HFG presented an overview of the construction project to highlight changes made throughout the interior spaces of the addition. Several changes were made to floor plan layout for trauma, surgery, OB and admissions. Also discussed were a safe room (FEMA) and the courtyard area. McCowanGordon presented the schematic design construction estimate for the board to review. The next step is to determine the price and scope of the project that works best for the hospital and to start developing a list of needed equipment. The Board will have a video conference with HFG on November 23rd at 9 a.m. in the board room.

HFG & McCowanGordon representatives left the meeting at 2 p.m.

BOARD MEETING MINUTES

Lori Penner asked if there were any corrections to the minutes of October 25, 2016. Motion made by Sandy Fox, seconded by Terri Parry, to approve the minutes of October 25, 2016 as presented. Motion carried 4-0.

AGENDA REVIEW

ADD:

- Executive Session for non-elected personnel

FINANCIALS – JIM GARBARINO

Jim Garbarino, CFO presented the Cash Receipts/Disbursements for October 31, 2016. After discussion, motion made by Terri Parry, seconded by Richard Cott, to approve the Cash Receipts/Disbursements including cash outlay as presented for October 31, 2016. Motion carried 4-0.

OLD BUSINESS

EXTENDED SICK LEAVE POLICY

The sick leave policy approved at the last meeting has been revised to be pro-rated on hours routinely worked for both part time and full time employees. Motion made by Richard Cott, seconded by Sandy Fox, to approved the revised extended sick leave policy. Motion carried 4-0.

NEW BUSINESS

INSURANCE RENEWAL 2017

The board discussed an email from Walt Slingsby, Slingsby Insurance Agency, regarding the renewal of insurance for 2017 and that now he is able to write for CNA Insurance Company.

DISCONTINUATION OF CONFIGURATIONS PRECESS MR MONITOR

The Precess MR Monitor and products in Radiology will reach their end of life on December 31, 2016. The quote from Phillips is for $42,384.55 for a Precess 3160 MRI Patient Monitor. The board asked that Justin Begnoche attend the next board meeting for further discussion.

IT MINI SPLIT PROPOSAL

Austin presented two bids to install a cooling only ductless mini split in the IT room. The proposed bids were from Central Mechanical Construction for $9,085.00 and from Carlson Heating & AC, LLC for $9,217.61. After discussion, motion made by Sandy Fox, seconded by Terri Parry, to award the bid to Carlson Heating & AC for $9,217.61. Motion carried 4-0.

VACATION OF LIBERTY STREET

Austin presented a letter from Ryan & Mullin, P.A., regarding the vacation of Liberty Street for the upcoming hospital construction project. The hospital needs to request the City vacate the street in December, with an effective date of February or March 2017. This would allow the Council time to consider the matter and pass the ordinance if in favor, and allow the 30 day protest period to run prior to construction beginning. Joel Mason will draw up the letter and request. Austin will present it to the City Council at their December meeting.

REVISED BUDGET

Jim Garbarino presented the revised budget with the new pay scale added for the board to review.

ADMINISTRATIVE REPORT – AUSTIN GILLARD, CEO

- The IT department has done an amazing job converting CCFP to our system. Their work is appreciated.
- The administrator's home is not movable.
- Angie Martin, Senior Manager, Hospital Billing & Payment with Great Plains Health Alliance met with staff to discuss urgent care charges, billing and payments.

EXECUTIVE SESSION

Motion made by Jeff Yarrow, seconded by Richard Cott, to go into executive session to protect the privacy rights of non-elected personnel at 2:43 p.m. for 5 minutes. Motion carried 4-0. Mary Jensen left the meeting. The Board came out of executive session at 2:48 p.m.

NEXT MEETING

The next Board of Trustees meeting will be on November 23rd at 9:00 a.m. in the board room.

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Minutes recorded by Mary Jensen, Recording Secretary