Clay County Medical Center Board of Trustees

Tuesday, Dec. 13, 2016
7:15 p.m.
Board Room

Minutes

BOARD MEMBERS PRESENT	OTHER PERSONS PRESENT
Lori Penner	Austin Gillard, CEO
Terri Parry (part of meeting by phone)	Jim Garbarino, CFO
Sandy Fox	Joel Mason, Attorney
Jeff Yarrow	Mary Jensen, Recording Secretary
Richard Cott	Chris Wolf, IT Director
	Bob Harvey & Marcia Newell

CALL TO ORDER

Lori Penner, President, called the meeting to order at 7:15 p.m.

BOARD MEETING MINUTES

Lori Penner asked if there were any corrections to the minutes of November 23, 2016. Motion made by Richard Cott, seconded by Sandy Fox, to approve the minutes of November 23, 2016 as presented. Motion carried 4-0.

AGENDA REVIEW

ADD:

- Executive Session for non-elected personnel

APPROVAL OF AMENDED COUNTY BUDGET – JIM GARBARINO

Jim Garbarino presented the amended 2016 county budget as published. After discussion, motion made by Sandy Fox, seconded by Terri Parry, to approve the amended county budget as published. Motion carried 4-0.

APPROVAL OF CCMC 2017 OPERATING BUDGET – JIM GARBARINO

Jim Garbarino presented the CCMC 2017 operating budget. After review and discussion, motion made by Richard Cott, seconded by Jeff Yarrow, to approved the CCMC 2017 operating budget as presented. Motion carried 4-0.

PHONE SYSTEM (APPROVAL) – CHRIS WOLF

Chris Wolf presented an overview of the request for funding to purchase additional telephone servers, headsets and software for use with hospital moves and to replace outdated equipment. At this time Chris is requesting the Toshiba IPEdge Server Expansion of the current Toshiba Strata System. The current Toshiba phone system is a hybrid system allowing for PBX (copper) and IP (Ethernet/Fiber) connections. The IPEdge integrates with our existing phone system, allowing either system to be used and provide non-disruptive service while phone extensions are being moved. The quote from Nex-Tech is $36,102.00 with installation at $110.00 an hour. The other quote is for CCFP, Linn and Clyde, which is not needed at this time. After discussion, motion made by Sandy Fox, seconded by Terri Parry, to approve the Toshiba IPEdge Server Expansion of the current Toshiba Strata System for $36,102.00 with installation at $110.00 per hour. Motion carried 4-0. Chris Wolf left the meeting at 7:43 p.m.

FOUNDATION PROGRESS – BOB HARVEY & MARCIA NEWELL

Bob Harvey and Marcia Newell arrived at the meeting at 7:44 p.m. Bob handed out a pamphlet listing donors and another one listing memorials and dedicated areas. He also gave an update of potential prospects, those selected by volunteers and ones assigned. Marcia and Bob are pleased so far with the contributions and appreciate all the donations received. They plan on giving the community an update on progress in January. Marcia and Bob left the meeting at 8:03 p.m.

Terri Parry ended her phone call in the meeting.

FINANCIALS – JIM GARBARINO, CFO

Jim Garbarino presented the Cash Receipts/Disbursements & Financial Review for November 30, 2016. After discussion, motion made by Sandy Fox, seconded by Jeff Yarrow, to approve the Cash Receipts/Disbursements & Financial Review for November 30, 2016. Motion carried 3-0.

ADMINISTRATIVE REPORT – AUSTIN GILLARD, CEO

- Engineering staff have been busy in ER and Sharon Wachsnicht's office. The plan is to move the OB doors, a few more offices and then to move the nurses station.
- Linn Clinic Open House - December 27th from 11:30am – 1:00pm. Dr. Koerner and Pam Brabec will be there.
- Clyde Clinic - Dane G. Hansen Foundation – applied for the grant to build a new clinic. There is a lot next door to the current clinic that we would build on.
- Museum Moving Expenses & Abatement – the county commissioners approved to tear down the museum. The museum plans to be all moved out by February 1st. High school students have been helping at the museum packing the items. The commissioners and Jeff Gaiser are asking for the board to consider helping with moving expense. Jeff received a moving proposal for approximately $22,800.00. After discussion, motion made by Jeff Yarrow, seconded by Richard Cott, to approve up to $25,000.00 to help offset moving expenses of the museum. Motion carried 3-0.
- Walk-In Clinic – will open December 31st. There will be a $30.00 flat fee (copay) when checking in at clinic. Patterson's Pharmacy has agreed to be on call on Sundays. There will be a flyer out next week regarding the walk-in clinic.
- Property & Auto Insurance Renewal 2017 – rates went down $1,000.00 from last year. Conrade rates for property are $27,944 and auto $7,779. Slingsby's rates for property are $31,537 and auto $6,134. The board suggested that Austin goes with Conrade for property and Slingsby for auto.
- Health Facilities Group/Design Update/FF&E – Austin and department managers met with HFG last week. Austin met with department managers also to go through the FF&E list. The list was revised and sent back to have the design reconfigured. HFG would like to meet with the board in January. Austin will email the board possible dates for a meeting.
- 2017 Goals – Austin presented his 2017 goals to the board which he had shared with department managers last week.
  - CCMC Design & Budget Completed
  - FF&E List Finalized
  - Office & OB Moves Completed
  - Upfront Collections
  - Method Two Billing Analysis Completed
  - Orthopedic Agreement Signed
  - Grow Surgery Volume 30%
  - EMR Vendor Selected
  - 340B Retail Implementation Completed
  - Rural Health Clinic - Riley, KS
  - CCFP Midland Integration
  - CCFP Charity Care, No Show, Private Pay, and RHC Manual Completed
- EMR - Cerna and Meditech will be presenting the end of January to staff.

EXECUTIVE SESSION

Motion made by Richard Cott, seconded by Jeff Yarrow, to go into executive session to protect the privacy rights of non-elected personnel at 9:26 p.m. for fifteen minutes. Motion carried 3-0. Mary Jensen and Jim Garbarino left the meeting. The Board came out of executive session at 9:41 p.m.

NEXT MEETING

The next Board of Trustees meeting will be on January 13th at noon in the board room.

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Minutes recorded by Mary Jensen, Recording Secretary