Clay County Medical Center Board of Trustees

Monday, July 17, 2017
8 p.m.
Board Room

Minutes

BOARD MEMBERS PRESENT	OTHER PERSONS PRESENT
Lori Penner	Austin Gillard, CEO
Terri Parry	Jim Garbarino, CFO
Sandy Fox	Joel Mason, Attorney
Jeff Yarrow	Mary Jensen, Recording Secretary
Richard Cott	Chris Wolf, IT Director

CALL TO ORDER

Lori Penner, President, called the meeting to order at 8:02 p.m.

AGENDA REVIEW

Add After Financials: Line of Credit
County Budget Hearing
Actual Tax Rates – County Budget

IT DEPARTMENT – TELEPHONE SYSTEM

Chris Wolf, IT Director, presented an overview of the current phone system and recommendations on replacement options. He stated that the Toshiba IPEdge failed to completely expand the existing Toshiba system, due to limitations. Also on March 21st Toshiba stated they were leaving the phone business effective May 22, 2017. Mitel purchased the Toshiba phone division and the rep stated that they should have enough parts & support the Toshiba system for the next 12-18 months. Chris is recommending that we begin with a test system and verify core functionality and manageability of the replacement system starting with CCFP. The Asterisk PBX-PBXAct (FreePBX) is an open source phone system, supported by a commercial vendor. For the phones, the system supports various manufacturers of phones. We can install the software on existing hardware, purchase some phones, along with support hours, and setup a test system. After discussion, the Board agreed to have Chris test the system and to come back to the Board with an update in 2-3 months. Chris left the meeting at 8:25 p.m.

BOARD MEETING MINUTES

Lori Penner asked if there were any corrections to the minutes of June 26, 2017. Motion made by Terri Parry, seconded by Richard Cott, to approve the minutes of June 26, 2017 as presented. Motion carried 4-0.

CASH RECEIPTS/DISBURSEMENTS JUNE – JIM GARBARINO, CFO

Jim Garbarino presented cash receipts/disbursements for June. After discussion, motion made by Sandy Fox, seconded by Jeff Yarrow, to approve cash receipts/disbursements for June as presented. Motion carried 4-0.

Jim sent out audit request proposals and has received one back so far. The Board will need to make a decision by August.

LINE OF CREDIT

Jim Garbarino asked the Board to authorize Austin Gillard and Jim Garbarino to sign and draw on the line of credit, if needed, at Clay County National Bank. Motion made by Richard Cott, seconded by Terri Parry, to authorize Austin Gillard and Jim Garbarino to sign and draw on the line of credit, if needed, at Clay County National Bank. Motion carried 4-0.

SET DATE & TIME FOR COUNTY BUDGET HEARING

Jim Garbarino asked the Board to set the date & time for the County Budget Hearing. The Board decided on August 14th at 7:45 p.m. in the board room.

MILL LEVY

Jim Garbarino had the Board review the County Clerk's Budget Information for the 2018 Budget. Jim questioned the mill levy rate, which showed 5.98800. The Board agreed that the mill levy should stay at 5.989 (the rate presented to the voters). Jim will contact the County Clerk's office and let them know.

NEW BUSINESS

a. IT Department Update – Chris Wolf, IT Director (see above)

b. Director of Nursing – Jessica Badsky, RN, has been named the new Director of Nursing.

c. Eric Anderson – KU Med – Austin stated that Eric is still interested but has 4 years of school left.

d. 340B Update – waiting on one pharmacy in Washington. We will know by the end of the week where we stand.

e. Dr. Johnson – Podiatry – She will start doing procedures here.

f. Cancer Center of Kansas – They will start a clinic here on September 28th with treatments starting at a later date.

g. Wellness Center Update – received 2 bids and waiting on 1 more.

h. Construction Update (furniture, signage, etc.) – had a great meeting about signage and furniture. Austin showed a sample of the signage. A donor plaque can be added to the bottom of the sign. Central Office will be able to bid on furniture. The 2nd pour of patient rooms was done today. The steel and crane will arrive next week. The grass island in the wellness parking lot has been taken out to make a turn around. The drive on the west side will be closed down temporarily for about 2 weeks.

i. Randy Bibe (past surgery director) - AIDET and HCAHPS – Randy came and presented leadership training to all staff on accountability and responsibility along with the importance of HCAPHS. The executive team is working on new policies and they will also revamp the employee evaluation process.

ADMINISTRATIVE REPORT – AUSTIN GILLARD, CEO

a. Board Bylaws – nothing to report

GENERAL UPDATE – AUSTIN GILLARD, CEO

- The plans from Wardcraft are finalized if we decide to move forward with a new clinic in Riley.
- Stroudwater will be here on August 29th from 5:30 p.m. – 8:30 p.m. to present to the executive team, the board and medical staff. Supper will be provided. They will be here on August 30th to meet individually with the board members and again on August 31st from 5:30 p.m. – 8:30 p.m.
- We had a Midland meeting with CCFP and it went well. We will start with Midland in the next few months.
- Walk-In Clinic numbers are up and so is the ER volume.
- Employee Quarterly meetings will be held next week.

The Board will meet on Monday, July 31st at 8 p.m. in the board room. The meeting adjourned.

____

Minutes recorded by Mary Jensen, Recording Secretary