Clay County Medical Center Board of Trustees

Monday, August 14, 2017
8 p.m.
Board Room

Minutes

BOARD MEMBERS PRESENT	OTHER PERSONS PRESENT
Lori Penner	Austin Gillard, CEO
Jeff Yarrow	Jim Garbarino, CFO
Richard Cott	Marcia Newell, Foundation Director
Sandy Fox	Mary Jensen, Recording Secretary
Terri Parry	Joel Mason, Attorney (arrived at 8:12 p.m.)

CALL TO ORDER

Lori Penner, President, called the meeting to order at 8:01 p.m.

AGENDA REVIEW

Add: Approve Financial Budget
RFP Selection
Executive Session for Non-Elected Personnel

BOARD MEETING MINUTES

Lori Penner asked if there were any corrections to the minutes of July 31, 2017. Motion made by Richard Cott, seconded by Jeff Yarrow, to approve the minutes of July 31, 2017. Motion carried 2-0. Sandy Fox & Terri Parry abstained.

FOUNDATION UPDATE – MARCIA NEWELL, DIRECTOR

Marcia showed a plaque that the hospital received from the Kansas Breastfeeding Coalition, Inc. that recognizes employers in Kansas that provide workplace support to their breastfeeding employees. The hospital received the bronze award.

Marcia then gave the board an update on the campaign progress. She stated that the campaign council has lost a couple of members due to job changes or other commitments. The council is making good progress but still has a significant amount of fundraising left to finish the campaign. They have reached 82.5% of their goal. In the new courtyard Marcia is planning on honoring the past and adding cornerstones from the old administrator's house (which was originally a nursing school) and by adding a time capsule with new & old newspaper clippings. The marketing staff along with the executive team is working on a new logo for the medical center. She also announced that she will be transitioning her job to part time at the end of the campaign. Bob Harvey plans on staying through the end of October and the council is hopeful the campaign will meet its goal by year end. Marcia thanked Austin and the board for their leadership in this project and for supporting her and the foundation through this campaign. Marcia left the meeting at 8:26 p.m.

FINANCIAL REVIEW – JIM GARBARINO, CFO

Jim Garbarino presented the cash receipts/disbursements for July 31, 2017. After discussion, motion made by Terri Parry, seconded by Sandy Fox, to approve the cash receipts/disbursements for July 31, 2017 as presented. Motion carried 4-0.

APPROVAL OF COUNTY BUDGET

After no further discussion, motion made by Richard Cott, seconded by Jeff Yarrow, to approve the county budget as presented and printed in the newspaper. Motion carried 4-0.

RFP REVIEW & APPROVAL

Jim Garbarino handed out the audit proposal fees for the board to use with the scoring sheet for audit & cost report proposals. After discussion and scoring, motion made by Sandy Fox, seconded by Terri Parry, to entered into a 2 year agreement with WNNJ and to re-evaluate after the 2 years, with the reasoning being that we are in the middle of the construction project. Motion carried 4-0.

ADMINISTRATIVE REPORT – AUSTIN GILLARD, CEO

Austin stated that with the owner contingency we have some options available to consider.

a. Change Order Flooring – three flooring areas that need replaced to match new flooring – estimated cost $18,000.00 – those areas will probably need repainted too.

b. Change Order Sprinklers – there are some non-patient areas that do not have a fire sprinkler system (not required) – to add those estimated cost $20,000.00.

c. Change Order Heating/Cooling East Hall – Engineer coming on Thursday to inspect the 2 pipe system in the east hall and to see how to attach to the new chiller/boilers – estimated cost $30-$40,000.00. The board asked Austin to check with the engineer on the cost to change over to 4 pipe system.

d. Nurse Call – tomorrow the new nurse call system will start being installed – it will take about a month to complete the install – the pricing for that is locked in.

e. Access Control, Paging, Cameras – Chris Wolf is working on the access control (tap badges), locking of certain areas (ER, X-ray, OB, OR) and paging & cameras throughout the entire medical center.

f. Occupational Therapy Full Time Employee – advertising for a full time COTA but researching to see if we have enough patient volume and if we afford another employee. There is one candidate interested.

g. Pain Management Stryker - Scott Husted graduated from the pain management program and Stryker will provide a trial machine for Scott to perform radiofrequency ablation, which is a minimally invasive procedure that is usually performed with local anesthetic and mild sedation that burns the ends of the nerve to help with pain. He has 10 patients scheduled.

h. Central Office – Austin has outlined a list of furniture needs for the new building and will meet with Central Office to discuss them bidding on the items.

i. Mailers Cancer Center of Kansas – mailers went out in Clay, Clyde, Washington & Riley and we have been receiving positive comments.

j. 340B – not pulling correct data/codes but we are working on that.

k. Strategic Planning – meetings are schedule for the end of August.

l. Rotary Notes – the board reviewed & discussed the notes from the Rotary meeting.

m. Board Bylaws – Joel suggested the board review the current bylaws on their own and at the next meeting discuss. At that meeting the board will appoint a board member to work with Austin and Joel on revising the bylaws. Joel will work on the conflict of interest policy and present at the next meeting.

EXECUTIVE SESSION

Motion made by Richard Cott, seconded by Sandy Fox, to go into executive session at 10:05 p.m. for 5 minutes for non-elected personnel to discuss personnel issues. Motion carried 4-0.

Jim Garbarino and Mary Jensen left the meeting.

The Board will meet on Tuesday, August 29, 2017 at 8pm in the board room. The meeting adjourned.

Minutes recorded by Mary Jensen, Recording Secretary