Clay County Medical Center Board of Trustees

Monday, October 30, 2017
7 p.m.
Board Room

Minutes

BOARD MEMBERS PRESENT	OTHER PERSONS PRESENT
Lori Penner	Austin Gillard, CEO
Terri Parry	Jim Garbarino, CFO
Richard Cott	Mary Jensen, Recording Secretary
Sandy Fox	Joel Mason, Attorney
Jeff Yarrow	Amy Burr, Meadowlark Hospice Director
	Jessica Badsky, DON
	Cindy Rush, HR Director

CALL TO ORDER

Lori Penner, President, called the meeting to order at 7:04 p.m.

AGENDA REVIEW

Nothing to add

BOARD MEETING MINUTES

Lori Penner asked if there were any corrections to the board minutes of October 2, 2017. Motion made by Richard Cott, seconded by Sandy Fox, to approve the board minutes of October 2, 2017. Motion carried 3-0. Jeff Yarrow abstained.

MEADOWLARK HOSPICE QA REPORT – AMY BURR, MEADOWLARK HOSPICE DIRECTOR

Amy Burr, Meadowlark Hospice Director presented and summarized the QAPI data for 2nd and 3rd quarter and the CAHPS report. Amy stated that her staff is doing a great job and they will continue to educate patients and their families. They also just had their survey and had zero deficiencies. Amy Burr left the meeting.

NURSING REPORT – JESSICA BADSKY, DON

Jessica Badsky, RN, DON presented the results of our HCAHPS surveys on communication with nurses and doctors, responsiveness of hospital staff, pain management, etc. Discussion followed. She gave an update on nursing staff changes and education of staff regarding patient care. Jessica also reported on the Summary of Kansas HIIN Outcome Measures, with the concern on patient falls. With the new patient beds they hope to reduce patient falls. Jess left the meeting.

INSURANCE RENEWAL – CINDY RUSH, HR DIRECTOR

Cindy Rush, HR Director presented the Employee Health Insurance recommendation for 2018. She presented reasons why she was recommending we hold the premiums for 2018 and to look at different options over the next year. She stated that open enrollment will be on November 17th. Motion made by Richard Cott, seconded by Sandy Fox, to approve the no premium increase for 2018. Motion carried 4-0. Cindy Rush left the meeting.

CREDENTIALING REVIEW & APPROVAL

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

Allied Health – Reappointment

Teresa K Pearson, APRN – Clay County Medical Center

Courtesy – Reappointment
Justin K Halbe, MD – Cotton-O'Neil Cardiology
Patrik C Leonard, MD – United Radiology
Tarek Ali Salem, MD – Peterson Laboratory

After discussion, motion made by Jeff Yarrow, seconded by Sandy Fox, to approve the reappointments listed above. Motion carried 4-0.

CASH RECEIPTS/DISBURSEMENTS & FINANCIALS – JIM GARBARINO, CFO

Jim Garbarino presented the cash receipts/disbursements & financial review for September 30, 2017. After discussion, motion made by Richard Cott, seconded by Terri Parry, to approve the cash receipts/disbursements & financial review for September 30, 2017 as presented. Motion carried 4-0.

ONE TIME- PROMPT PAY DISCOUNT FOR CCMC & CCFP

Jim Garbarino presented a request to offer a one-time prompt pay discount for CCMC & CCFP outstanding accounts older than 180 days. The board discussed having Midland mail out a letter in January stating that patients with an outstanding balance will have a one-time opportunity to pay off their account with a 40% discount if paid in full by April 1, 2018. Motion made by Terri Parry, seconded by Jeff Yarrow, to approve having Midland mail out the letter stating that this is a one-time opportunity with a 40% discount on accounts older than 180 days and paid in full by April 1st, 2018. Motion carried 4-0.

OLD BUSINESS
BOARD BYLAWS

Joel Mason presented the updated Board Bylaws. After review and discussion it was decided to table the bylaws until the next meeting due to some revisions.

RILEY CLINIC LAND

Motion made by Sandy Fox, seconded by Richard Cott, to go into executive session for 5 minutes to discuss a possible real estate purchase. Motion carried 4-0. Mary Jensen left the meeting. The Board came out of executive session after 5 minutes. Motion made by Sandy Fox, seconded by Richard Cott, to go into executive session for 10 additional minutes. Motion carried 4-0. Motion made by Richard Cott, seconded by Terri Parry to give Austin Gillard the authority to negotiate the land purchase. Motion carried 4-0.

ADMINISTRATIVE REPORT – AUSTIN GILLARD, CEO

NRHA Fellow

Austin Gillard was selected for the National Rural Health Association's (NRHA) Rural Health Fellows (RHF) Program of 2018. He will be traveling to Washington DC two times next year. The program is an intensive year-long program that will develop leaders who can articulate a clear and compelling vision for rural America

Foundation Rental Property

Austin discussed the three rental properties the Clay County Hospital Foundation currently owns. It was suggested to see if the property located at 2302 6th Street could be sold, with Clay County Hospital Foundation Board approval. With the property located at 2205 6th Street and 2224 Highway 15, it was suggested to see if they could be moved. Austin will see if these homes could be moved. Austin will update the Foundation Board.

East Hall, North Hall, Dietary, and CCFP Proposal (Approval)

Austin presented a quote for Central Mechanical to proceed with a test & balance check to ensure all HVAC controls are functioning as designed at CCFP. They will gather data and come up with recommendations to fix the heating and cooling at CCFP. The quote is $7,400. Motion made by Sandy Fox, seconded by Terri Parry to have Central Mechanical perform a test & balance check for $7,400. Motion carried 4-0.

Cardiac Rehab and Pulmonary Rehab Equipment (Approval)

Austin presented a quote for three NuStep T5 Cross Trainers to be used in Cardiac Rehab, Pulmonary Rehab, and the Wellness Center. The quote for the NuStep's is $17,333. Motion made by Terri Parry, seconded by Richard Cott, to purchase the NuStep equipment for $17,333. Motion carried 4-0.

Wellness Center Equipment (Approval)

Austin presented a quote for new Wellness Center equipment items. Most of the current equipment in the Wellness Center is over 10 years old. Ryan Sanneman also gave the Board an outline of how the new equipment would fit in the current Wellness Center space. The new equipment items are around $18,300. We still need to figure out shipping. Austin requested a motion for up to $20,000. Motion made by Jeff Yarrow, seconded by Richard Cott, to purchase the new Wellness Center equipment items for up to $20,000, including shipping. Motion carried 4-0.

Insurance - Business Interruption Income

Austin presented a recommendation from our property insurance agent to increase the CCMC business interruption income policy. The current policy sits at $4 million. After discussion, it was decided to increase the business interruption income policy to $8 million. Motion made by Sandy Fox, seconded by Terri Parry, to increase the business interruption income policy to $8 million. Motion carried 4-0.

Values, Tag Line, and Logo

Austin showed the Board how the employees ranked their top five values. The values with the most votes were Compassion, Respect, Integrity, Quality, and Service. The tagline with the most votes is "Our Family. Caring for Yours.".

Construction Update

Construction is going well. Employees have an opportunity to tour the new construction on Thursday, November 2nd. We have had a few issues with the electrical contractor, but have worked through these issues. We are still on schedule and on budget.

The next Board meeting will be on Monday, November 13th at 7:00pm in the CCMC board room.

Minutes recorded by Mary Jensen, Recording Secretary & Austin Gillard