Clay County Medical Center Board of Trustees

Monday, February 26, 2018
7:00 p.m.
Education Center

Minutes

BOARD MEMBERS PRESENT	OTHER PERSONS PRESENT
Lori Penner	Austin Gillard, CEO
Jeff Yarrow	Jim Garbarino, CFO
Richard Cott	Joel Mason, Attorney
Sandy Fox	
Terri Parry	

CALL TO ORDER

Lori Penner, President, called the meeting to order at 7:02 p.m.

AGENDA REVIEW

Add: Executive Session to discuss nonelected personnel matters with regard to departmental consulting.

BOARD MEETING MINUTES

Lori Penner asked if there were any corrections to the board minutes of February 12, 2018. Motion made by Jeff Yarrow, seconded by Richard Cott, to approve the board minutes of February 12, 2018 as presented. Motion carried 4-0.

FINANCIAL REVIEW – JIM GARBARINO, CFO

Jim Garbarino presented the financial review for January 2018. After discussion, motion made by Sandy Fox, seconded by Terri Parry, to approve the financials for January 2018 as presented. Motion carried 4-0.

OLD BUSINESS

Clinic Construction Bids - Austin presented three bids for construction of the clinic in Riley, KS. The Board and Austin discussed additional items that need vetted before moving forward with any of the bids. Austin will talk with the companies for further clarification.

NEW BUSINESS

CREDENTIALING REVIEW & APPROVAL

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

Courtesy-Appointment

Maria Del Baldasare – Mowery Clinic

Allied – Reappointment

Kristin Poage, APRN – Clay County Medical Center

After discussion, motion made by Terri Parry, seconded by Richard Cott, to approve the appointment & reappointments listed above. Motion carried 4-0.

VISITOR SLIP AND FALL POLICY & PROCEDURE

Austin discussed the updated language and signature page to this policy. We have added additional language so visitors understand CCMC is not solely responsible for their care after the initial ER visit. An investigation will need to take place by the hospital liability insurance carrier. After discussion, motion made by Richard Cott, seconded by Jeff Yarrow, to approve the updated Visitor Slip and Fall Policy & Procedure. Motion carried 4-0.

340B WORKFLOW MAP

Austin went over an outline of how the 340B program works and CCMC. Discussion followed and the Board now has a better understanding of how the program works.

HFG WALK-THROUGH NOTES

A document provided by Health Facilities Group (HFG) regarding their current findings of quality control items was discussed. McCownGordon is working to address quality control items in the patient bathrooms, shower head heights, and other small items. Austin will meet with HFG and McCownGordon on Wednesday morning to discuss in more detail.

WELLNESS CENTER

Austin discussed ongoing challenges to find employees to work evenings and weekends in the Wellness Center. It has been decided to install an automated badge reader for access into the Wellness Center. In the future, we will only staff the Wellness Center certain hours, the rest of the time the Wellness Center will be unstaffed, and you will need to use your card to access the Wellness Center. Austin will work with Ryan Sanneman on a letter to send to all members about this change, and safety precautions being put into place.

ADMINISTRATIVE REPORT – AUSTIN GILLARD, CEO

a. CCFP Heating and Cooling – Austin gave an update on the clinic heating and cooling system. Overall, it does not perform correctly. Central Mechanical would like to visit with the Board so they understand the ongoing challenges, and what will be required. Austin will find a date that works for both parties.
b. Austin talked with the Board about the communication survey that was sent out. So far, we are receiving good feedback and changes we are able to implement in the future.
c. Austin gave an update on Dr. Diep and the possibility of her joining our specialty clinic once a month.
d. Austin discussed the physical therapy department seeing inpatients on Saturday mornings. We are still working through the logistics.

The Board went into executive session from 8:45 p.m. to 8:50 p.m. to discuss nonelected personnel matters with regard to departmental consulting. Motion made by Richard Cott, seconded by Terri Parry, to approve the executive session for five minutes. Motion carried 4-0.

The Board toured the building project from 8:50 p.m. to 9:30 p.m.

The next Board meeting will be determined once Austin sets a time and date with Central Mechanical.
The meeting adjourned at 9:35 p.m.

Minutes recorded by Austin M. Gillard