CLAY COUNTY MEDICAL CENTER
*Our Family. Caring for Yours.*

Board of Trustees
Monday, April 9, 2018
8:00 p.m.
Board Room

# Minutes

**BOARD MEMBERS PRESENT**
Lori Penner
Jeff Yarrow
Terri Parry
Sandy Fox
Richard Cott

**OTHER PERSONS PRESENT**
Austin Gillard, CEO
Jim Garbarino, CFO
Joel Mason, Attorney
Mary Jensen, Recording Secretary
10 CCCHS High School Seniors
Cindy Rush, HR Director

**CALL TO ORDER**

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

**AGENDA REVIEW**

Nothing to add.

**BOARD MEETING MINUTES**

Lori Penner asked if there were any corrections to the board minutes of March 26, 2018. Motion made by Jeff Yarrow, seconded by Richard Cott, to approve the board minutes of March 26, 2018 as presented. Motion carried 4-0.

**FINANCIAL REVIEW – JIM GARBARINO, CFO**

Jim Garbarino presented the cash receipts/disbursements for March 31, 2018. After discussion, motion made by Sandy Fox, seconded by Terri Parry, to approve the cash receipts/disbursements for March 31, 2018 as presented. Motion carried 4-0.

Jim Garbarino updated the board on the one-time prompt pay discount for CCMC and CCFP outstanding accounts older than 180 days. Patients with an outstanding balance had a one-time opportunity to pay off their account with a 40% discount if paid in full by April 1, 2018. CCMC had 624 accounts and CCFP has 114 accounts take advantage of this one-time offer.

Jim informed the board that Adam Crouch, Wendling Noe Nelson & Johnson, will be attending the next board meeting on April 30th. The meeting will start at 7 p.m. in the board room.

**NEW BUSINESS**

**PAYROLL SYSTEM**

Cindy Rush, HR Director, presented a summary and proposal for the purchase of the Paycor cloud-based HR and payroll software system for the one-time implementation fee of $14,800.00 and the estimated annual fee of $43,724.11. She stated that we are already spending over $34,500.00 per year with StarGarden fees, employee navigator fees for applications, checks & time studies, etc. The benefits include automated HRIS system with a single sign on for employees and HR, scheduling, time & attendance, carrier connect, payroll processing, reporting & analytics and a dedicated healthcare team which includes customer service & implementation specialists. The goal is to implement the system July 1st. After discussion, motion made by Sandy Fox, seconded by Richard Cott, to approve the purchase of the Paycor System for the one-time implementation fee of $14,800.00 and the estimated annual fee of $43,724.11. Motion carried 4-0. Cindy Rush left the meeting.

**ANNUAL EMPLOYEE BBQ**

The annual employee BBQ will be on Tuesday, May 8th. The board will host the event at lunch and at supper. Richard Cott will donate the pork burgers. Thank you Richard!

**RILEY, KS – AGREEMENT FOR THE SALE OF REAL ESTATE**

Joel Mason went over the agreement for the sale of real estate for the tract of land in the north half of the northeast quarter of section 2 in Riley County for the new Riley Clinic. The transaction shall close on or before May 31, 2018. Joel is attending the Riley City Council meeting on May 10 and will present the agreement to Janet Schurle. After discussion, motion made by Terri Parry, seconded by Jeff Yarrow, to authorize Lori Penner and Austin Gillard to sign the agreement for the sale of real estate to purchase the property in Riley. Motion carried 4-0.

**OLD BUSINESS**

**ALLEY PARKING**

Austin updated the board on the alley parking and stated that the trees have been removed to start this work. The parking lot should be completed by next month.

**PHASE I & II COORDINATION**

The construction project is going well and is still on schedule. Austin stated that late April is going to be a busy as we prepare to move into the new facility. The chapel and RT will not be ready until the 1st of June. After the move in, we will be focusing on Phase II. This will be moving the ER and the specialty clinics to the north hallway (where OB is now located). This will be inconvenient for both staff and patients during this phase but we will have signs posted both inside and outside. We will also run ads in the newspapers and on the radio.

**CONSTRUCTION UPDATE & GENERAL UPDATE**

Austin will be going to Wichita on Tuesday to meet with David Wright, HFG, to discuss engineering issues and go over the change orders on the new facility.

**NEXT MEETING**

The next board meeting will be on Monday, April 30th at 7 p.m. in the board room.

The board meeting adjourned at 9:13 p.m. The board & Austin invited the high school students on a tour of the new facility.

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Minutes recorded by Mary Jensen, Recording Secretary