Board of Trustees
Monday, November 12, 2018
8:00 p.m.
Board Room

Minutes

BOARD MEMBERS PRESENT
Lori Penner
Jeff Yarrow
Richard Cott
Sandy Fox

OTHER PERSONS PRESENT
Austin Gillard, CEO
Jessica Badsky, DON
Joel Mason, Attorney
Mary Jensen, Recording Secretary
Dr. John Kelley
Kari Smith, QI/RM
Ronda Rosenquist, RT
Cindy Rush, HR

CALL TO ORDER

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

BOARD MEETING MINUTES

Lori Penner asked if there were any corrections to the board minutes of October 22, 2018. Noted was a spelling error. Motion made by Sandy Fox, seconded by Richard Cott, to approve the board minutes of October 22, 2018 as amended. Motion carried 3-0.

AGENDA REVIEW

Add:
Executive Session

QUALITY & HCAHPS PRESENTATION – KARI SMITH, QUALITY & RISK MANAGER

Kari Smith updated the Board on the PFAC (Patient Family Advisory Council) initiative. They are currently accepting applications for 8-10 members including staff, patients and/or family members. Kari went over the Press Ganey HCAHPS summary, trending reports, and inpatient comments. She also gave a summary of the Risk Management purpose and objectives, how an incident report is filed and standard of care guidelines.

DEPARTMENT REPORTS

Emergency Department – Dr. John Kelley

Dr. Kelley stated that things are going well in both the emergency department and the walk-in clinic. Their focus is on the time critical diagnosis of STEMI, stroke, and sepsis patients. The KU Care Collaborative QA has been extremely helpful. All providers that work in emergency department must be ATLS certified and many have taken the course, or are registered for an upcoming class. The emergency department and outpatient treatment center will be moved tomorrow. The walk-in clinic is doing well and is a great community service.

Specialty Clinics – Apryl Gurney, RN

Apryl stated that they have been in their new space about two weeks and they have heard positive comments from both the medical providers and patients. Marcia Gfeller is retiring December 7th and Jane Funke has joined the department. The Specialty Clinic's QA is patient destination. They want to improve patient experience and satisfaction by providing direction as soon as the patient and/or family are greeted at the main entrance of CCMC. They provide the volunteers with a list of names and specialties that will be seen each day to expedite the registration process (some clinics check in, some do not). This hopefully will decrease patient confusion and frustration.

Respiratory Therapy – Ronda Rosenquist, RRT

Ronda stated that they have had a busy year. They have added a PulmOne pulmonary function unit (for lung volume measurements), Vapotherm (non-invasive high-flow respiratory support system) and the Cardio-Pulmonary Rehab ScottCare system. They also offer a Bronchiolitis clinic and oral care education. The Better Breathers Club is hosting an open house on November 15th from 2:30-3:30 p.m. in education center 3.

Dr. John Kelley, Apryl Gurney, and Ronda Rosenquist left the meeting.

NURSING UPDATE – JESSICA BADSKY, DON

Jessica Badsky reported that they are moving the emergency department and outpatient treatment tomorrow. We are working with InterStaff, a company that provides international healthcare staffing and recruitment services to hospitals and healthcare facilities in the United States. InterStaff will be providing trained nurses to CCMC. We have hired one nurse from the Philippines and he should be starting in December. We will have two more nurses arriving in late December or early January. We have several employees in nursing school and they should graduate in May 2019. Jessica left the meeting at 9:15 p.m.

EMPLOYEE BENEFITS, HOLIDAY BONUS CHECKS & DRUG TESTING POLICY–CINDY RUSH, HR

Cindy Rush presented the request for the employee Christmas bonus amounts the same as last year ($60 full time, $50 part time, $40 prn employees who work more than 100 hours and $20 prn employees who work less than 100 hours) for a total of $15,777.27. After discussion, motion made by Richard Cott, seconded by Jeff Yarrow, to approved the Christmas bonus amounts as presented. Motion carried 3-0.

Cindy Rush presented the current Drug & Alcohol Abuse Policy with a revision to page three of the policy. Currently if an employee is chosen by the random generator for a random drug test and the test comes back non-negative the specimen is sent to the reference lab. The employee is suspended until test results are received from the reference lab. Sometimes it could take up to one week for results since the medical reviewer officer has to call the employee to verify prescriptions and legal medications that cause a non-negative reading. Dr. Worthen has agreed to be the temporary medical reviewer officer and will meet with the employees, review the prescriptions, and will make a temporary determination regarding the drug test results and the capability of the employee working safely until the final results are sent by the medical reviewer officer and the reference lab. If questionable, the employee will be suspended until the test results are received from the medical reviewer officer and the reference lab. After discussion, motion made by Sandy Fox, seconded by Richard Cott, to approve the changes to Drug & Alcohol Policy as presented. Motion carried 3-0.

Cindy Rush, HR Director presented the Employee Health Insurance recommendation for 2019. Cindy and Austin are recommending we the hold the premiums for 2019 the same as 2018. After discussion, motion made by Sandy Fox, seconded by Jeff Yarrow, to hold the premiums the same as 2018 and to change to Providers Care Network and MedTrak as the Rx provider. Motion carried 3-0. Cindy Rush left the meeting at 9:38 p.m.

CREDENTIALING REVIEW & APPROVAL

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

Reappointments:

Nanda Kumar, MD - Neurology
Maria Del Carmen Baldasare, MD - Cardiology
Donald Paul Heon, CRNA
Craig Gernon, MD - Cardiology
Jacob Hodges, MD - Internal Medicine Mowery Clinic
Audra Walter, NP - Reappointment Family Medicine

After discussion, motion made by Richard Cott, seconded by Sandy Fox, to approve the reappointments listed above. Motion carried 3-0.

SKID STEER

Austin Gillard presented three bids for a skid steer. The bids are: CTI $35,000.00; Bobcat $30,346.22 and Bruna Implement Company $37,300.00. After discussion, a motion was made by Jeff Yarrow, seconded by Richard Cott to authorize Austin Gillard to purchase a skid steer for up to $35,000.00. Motion carried 3-0.

LAB SURVEY

The Lab recently had a flawless survey – kudos to the Lab staff!

CLYDE & RILEY UPDATE

Austin and Margaret met recently and reviewed the drawings for the new clinics. Hopefully the plans will be ready by the next board meeting for approval.

GENERAL UPDATE

- Safe Sitter Course – Danielle Rothfuss is a certified instructor and the first course is November 17th. There are 8 registered and another 3 interested in the next course in January.
- Medical Explorer Post – the next meeting is November 13th. We have approximately 21 students attending. At this meeting we will check BP, heart/lung sounds, practice injecting oranges and effective hand washing.
- Lori Stanley – she is the new Community Liaison and has 10 years of Hospice experience.
- Therapy Assistant – Logann Osbourne has been hired as the new therapy assistance.
- Materials Management Director – Susan Hughes will be moving to the basement to manage and organize the purchasing department.

EXECUTIVE SESSION

Motion made by Sandy Fox, seconded by Richard Cott, to enter into executive session to discuss employment negotiations under the nonelected personnel matters exception to the Kansas Open Meetings Act from 10:11 p.m. for 18 minutes. Motion carried 3-0. Mary Jensen left the meeting.

NEXT MEETING

The next board meeting will be on Monday, November 26th at 8:00 p.m. in the board room.

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Minutes recorded by Mary Jensen