CLAY COUNTY
MEDICAL CENTER
Our Family. Caring for Yours.

Board of Trustees
Monday, February 11, 2019
7:00 p.m.
Board Room

Minutes

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

OTHER PERSONS PRESENT
Austin Gillard, CEO
Joel Mason, Attorney
Mary Jensen, Recording Secretary
Kari Smith, Quality & Risk Manager
Jessica Badsky, DON
Steve Gurney, Engineering
Donna Taphorn, Cardiac Rehab
Brandon Gibson, Architect

CALL TO ORDER

Lori Penner, President, called the meeting to order at 7:00 p.m.

BOARD MEETING MINUTES

Lori Penner asked if there were any corrections to the board minutes of January 28, 2019. Motion made by Richard Cott, seconded by Sandy Fox, to approve the minutes of January 28, 2019 as presented. Motion carried 3-0. Terri Parry abstained.

AGENDA REVIEW

Add: Clyde & Riley Clinic Design Approval
Executive Session – Non-Elected Personnel

NEW BUSINESS

Donna Taphorn

Donna gave an update of the Cardiac department. The use of the new treadmill testing room is going great. They are doing pulmonary and cardiac rehab when they have patients on the same days. Cardiac Clinic will be transitioning to have the Specialty Clinic staff do everything for the cardiac clinic. This will occur over the next several months. Cardiac Rehab for the months of January and February has received nine referrals. The Nutrition Class presented by Linda Yarrow takes place in February and we had seven patients in attendance. The first Tuesday Linda does a presentation on heart healthy eating and handout a fat finder wheel. Then the following Tuesday everyone meets her at Ray's AppleMarket and she applies the information that was present and answers questions from the patients. All the patients and their spouses really appreciate this experience. Holter and Event Monitoring continue to be steady. The new cardiac rehab computer program, VersaCare, is working great. This system allows us to do our Individualized Treatment Plans for the doctors. Donna left the meeting at 7:10 p.m.

Steve Gurney

Steve reported that the north and east rooms are under renovation. Once everything is out the walls, the will be taped/mudded and then painted. New carpet will only be in the hallways and will match the new patient care area carpet. Central Mechanical is taking out the old heat registers and replacing with new ones. There are some problems with the heating and cooling in the new area but those problems are being addressed. The brick house west of the hospital is down and eventually some trees will be removed. Steve and his staff have the Dude Solutions work order app. It helps work orders, scheduling preventive maintenance, etc. Steve's current QA is on HVAC efficiencies. His next one will be on work orders. Steve left the meeting at 7:33 p.m.

QUALITY & HCAHPS PRESENTATION

Kari Smith

Interviews have been completed for the PFAC committee. The PFAC selection committee will meet on Tuesday and choose five or seven members to be on the committee. The first meeting will be orientation for new members then setting up rules and by-laws. Kari presented the Press Ganey HCAHPS Summary Report and data from quality health indicators, inpatient CAHPS, patient feedback, ER & patient discharge.

Jessica Badsky

New patient admissions folders are now being handed out to patients to help increase our HCAHPS scores, patient awareness, and knowledge of their diagnosis. There are 3 sections (tabs) in each folder: education, discharge, and medications. Each section includes informational handouts as needed for each patients diagnosis and new medications. Included for nursing staff is a discharge preparation checklist. Suggested was adding an additional section for follow up instructions. Jess will add this section.

The Wound Care clinic started two weeks ago and is going very well. The clinic is every Friday morning. A new nurse from the Philippines will be here next week and the other two will join us in March. Kari and Jessica left the meeting at 8:11 p.m.

CLYDE & RILEY CLINIC DESIGN APPROVAL

Brandon Gibson with Spangenberg Phillips Tice Architecture joined the meeting at 8:10 p.m. Brandon presented the drawings and designs for the Clyde and Riley Clinics. The estimated completion date for the Clyde Clinic is September/October and the Riley Clinic the Spring of 2020. After discussion, motion made by Terri Parry, seconded by Sandy Fox, to approve the design and plans for both the Clyde and Riley clinics as presented. Brandon will check on the cost of propane for the Riley clinic. Motion carried 4-0.

Joel Mason went over the alternative project delivery procedure/requirements for the bid process. Alternative delivery is either of the following two methods: Construction Management At-Risk and Design-Build. The board discussed the Construction Management At-Risk procedure which includes publishing notice of request for qualifications and proposals at least 15 days prior to commencement of Phase I. It was the consensus of the board to have Joel write up the Notice of Request and present it at the next board meeting for approval. Brandon Gibson left the meeting.

HEALTH FACILITIES GROUP – CCFP DESIGN FEE

Austin presented a proposal from HFG to provide services to design and develop an interior remodeling plan at CCFP of about 9691 square feet. The schematic phase of work fee is $18,000.00, which would be credited towards the fee of the resulting project. After discussion, the board decided to have Austin check with another company for a proposal.

AUSTIN GILLARD, CEO

a. Manhattan Surgical Hospital – Stormont Vail Health announced that it will become a minority owner in Manhattan Surgical Hospital.
b. National Rural Health Association (NRHA) Fellowship – Austin gave an update on his recent trip to Washington, D.C. for his fellowship graduation.
c. iVantage Report – Austin shared the iVantage rural hospital operating profit margins.
d. Cancer Center of Kansas – Austin and Jessica are going to meet with the CEO to discuss future possibilities.
e. General Update
    - The Years of Service Luncheon was held today at the 15-24 Brew House. Thirty-one employees were treated to a great lunch and received their years of services certificates and gifts.
    - Pancakes will be served by the Employee Appreciation Committee tomorrow morning for all staff.
    - Dan Thalmann will be attending the March board meeting to present the Community Health Assessment for approval.

<u>EXECUTIVE SESSION</u>

Richard Cott moved and Jeff Yarrow seconded that the Board enter executive session from 9:40 p.m. to 9:50 p.m. to discuss non-elected personnel performance. Motion carried 4-0. Mary Jensen left the meeting.

The board came out of executive session at 9:50 p.m.

<u>NEXT MEETINGS</u>

The next Board of Trustees meeting will be on February 25th at 7:00 p.m. in the board room.

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Minutes recorded by Mary Jensen