CLAY COUNTY
MEDICAL CENTER
Our Family. Caring for Yours.

Board of Trustees
Monday, February 25, 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
Dan Thalmann, Development/Foundation Director
Lori Stanley, Community Liaison
Jim Garbarino, CFO

CALL TO ORDER
Lori Penner, President, called the meeting to order at 7:03 p.m.

BOARD MEETING MINUTES
Lori Penner asked if there were any corrections to the board minutes of February 11, 2019. Motion made by Jeff Yarrow, seconded by Richard Cott, to approve the minutes of February 11, 2019 as presented. Motion carried 4-0.

AGENDA REVIEW
Add: EHR Update – Austin Gillard
Executive Session – Non-Elected Personnel

CASH RECEIPTS/DISBURSEMENTS & FINANCIAL REVIEW NOVEMBER 2018
Jim Garbarino presented the cash receipts/disbursements and financials for January 2019. After discussion, motion made by Terri Parry, seconded by Jeff Yarrow, to approve the cash receipts/disbursements & financial review for January 2019 as presented. Motion carried 4-0.

NEW BUSINESS
2019 MARKETING STRATEGIC PLAN – DAN THALMANN & LORI STANLEY
Dan Thalmann and Lori Stanley presented the 2019 Marketing Strategic Plan. They went over the four strategic initiatives and action steps. The four initiatives are to build outreach capacity for health education and marketing, grow patient base for CCFP, grow Meadowlark Hospice to a daily census of 40 patients in 2019, and to grow the Foundation. The Annual Foundation meeting is April 9th.

IMPLEMENTATION STRATEGY 2018-2020 – DAN THALMANN
Dan Thalmann presented the Implementation Strategy for 2018-2020 that was generated from the Community Health Needs Assessment survey. Through the survey, two issues were identified as prioritized health needs for the community and two were identified as significant health needs:
Priority – Drug abuse prevention
Priority – Addressing mental health issues
Significant – Reinforce Clay County as a great place to raise children
Significant – Promote good jobs and a strong economy
After discussion, motion made by Sandy Fox, seconded by Terri Parry to approve the Implementation Strategy 2018-2020 plan as presented. Motion carried 4-0.

CAH ANNUAL EVALUATION OF 2018 SERVICES

One of the Healthcare Finance Administrations conditions of participation in the Medicare program by a Critical Access Hospital (CAH) is a periodic evaluation of its total program. The committee met on February 12, 2019 and reviewed the CAH healthcare policies, and the cover sheets were signed by those present. After discussion, motion made by Ricard Cott, seconded by Sandy Fox, to approve the CAH Annual Evaluation as presented for 2018 services. Motion carried 4-0.

CREDENTIALING REVIEW & APPROVAL

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

Reappointments:

- Annette Helms, APRN
- Marcy Evans, PA
- Christopher Worthen, MD

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

CENTRAL MECHANICAL – PREVENTATIVE MAINTENANCE PROPOSAL

Austin presented the Preventative Maintenance proposal from Central Mechanical Construction for $30,000.00 per year. CCMC will lock in the rates provided for PM service the first three years of the contract amount. After completion of the three years, CCMC will offer two, three year rollover options that would include increases not to exceed 3 percent per three year rollover. It also includes compressor lifetime warranty. This maintenance program can and will reduce costly emergency repairs and unscheduled equipment down time plus prolong the useful span of equipment. After discussion, motion made by Terri Parry, seconded by Sandy Fox, to approve the Preventative Maintenance proposal as presented. Motion carried 4-0.

GUTTER FOR FRONT ENTRANCE CANOPY

Austin presented 2 options from Diamond Roofing for the canopy gutter.

Option 1: Furnish & install Slate Gray Box Gutter with seams that line up with the existing fascia metal, furnish and install two downspouts and provide a scissor lift to complete the work for $9,165.00.

Option 2: Furnish & install a Radius Fiberglass Gutter (sections bonded together & painted), furnish and install two 4" round downspouts and provide a scissor lift to complete the work for $26,235.00.

After discussion, motion made by Jeff Yarrow, seconded by Richard Cott, to approve Option 1 for $9,165.00. Motion carried 4-0.

WALL PROTECTION FOR PATIENT ROOMS

Austin presented a quote from Czarniecki Construction, Inc. for rigid vinyl and corner guards on interior walls in the patient rooms for $17,925.15 (minus sales tax). The vinyl will match paint color. After discussion, motion made by Sandy Fox, seconded by Terri Parry, to approve the quote from Czarniecki Construction, Inc. for $17,925.15 (minus sales tax). Motion carried 4-0.

OLD BUSINESS

CLYDE & RILEY FAMILY PHYSICIANS

The Clay County Board of County Commissioners approved the rural health clinic designs as presented on February 19, 2019. The Pubic Hearing is scheduled for March 11 at 7 p.m. in the board room. At that time the Board of Trustees will decide on the method for bids. Joel Mason will bring a template for the board to follow at the next meeting on this process.

CCFP INTERIOR UPDATE PROPOSALS

Austin presented proposals from Spangenberg Phillips Tice Architecture (SPT Architecture) and Health Facilities Group (HFG) for the remodel of CCFP. SPT Architecture fee is 5 percent and the HFG fee is 11 percent. After discussion, motion made by Richard Cott, seconded Terri Parry, to retain SPT Architecture to provide design services for the architecture fee of 5 percent. Motion carried 4-0.

GENERAL UPDATE – AUSTIN GILLARD, CEO

a. EHR Update – the committee met last Friday and will meet again this Friday to start the process of looking at the different EMR options. Austin has a call with Stormont Vail to talk about EPIC. Eventually, we will invite Cerner, Meditech, and potentially EPIC to present demonstrations to the EMR committee.
b. Continuing analysis of hiring another CRNA and compensating current CRNA for pain management procedures.

EXECUTIVE SESSION

Moved by Richard Cott and seconded by Jeff Yarrow to enter executive session from 9:20 p.m. – 9:30 p.m. to discuss administrative staffing configurations pursuant to the non-elected personnel exception to the Kansas Open Meetings Act. Motion carried 4-0. Mary Jensen and Jim Garbarino left the meeting at 9:20 p.m.

The board came out of executive session at 9:30 p.m.

PUBLIC HEARING & NEXT MEETING

The Public Hearing will be on March 11th at 7 p.m. in the board room with the Board of Trustees meeting to immediately follow.

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Minutes recorded by Mary Jensen