CLAY COUNTY
MEDICAL CENTER
Our Family. Caring for Yours.

Board of Trustees
Monday, May 13, 2019
6:00 p.m.

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
Brenda Bohnenblust, Speech
Margaret Kelley & Melissa Spellman, CCFP
Kari Smith, Quality & Risk Manager

CALL TO ORDER

Lori Penner, President, called the meeting to order at 6:16 p.m.

BOARD MEETING MINUTES

Lori Penner asked if there were any corrections to the Board minutes of April 29, 2019. The time of next meeting needs changed from 8 p.m. to 6 p.m. Motion made by Sandy Fox, seconded by Richard Cott, to approve the Board minutes of April 29, 2019 with the noted time change. Motion carried 4-0.

Lori Penner asked if there were any corrections to the Board minutes of May 8, 2019. Motion made by Richard Cott, seconded by Terri Parry, to approve the Board minutes of May 8, 2019 as presented. Motion carried 4-0.

AGENDA REVIEW

Add under New Business: SPT Architecture Proposal

NEW BUSINESS – DEPARTMENT REPORTS

Brenda Bohnenblust, Speech-Language Pathologist

Brenda gave an update of her department. Their numbers have increase greatly with the addition of Megan Gfeller along with making it possible for speech to screen all swing bed patients, increased referrals from outpatient clinic providers, consistent trust with CCFP providers regarding the care of their patients and the MD Save patient benefit which is more affordable when patients do not have insurance specifically for speech. Brenda and Megan's QA is charge checking and the Frazier Water Protocol. The department also partners with KSU and WSU in training professionals in a healthcare internship. They will have a student starting next week and are working on hiring a PRN speech pathologist. Megan is working on the pediatric gym with OT & PT. Brenda is busy with the Parkinson's Support Group, Stroke Support Group and is on the committee for a Dementia Group. Brenda left the meeting at 6:34 p.m.

Margaret Kelley & Melissa Spellman, CCFP

Margaret and Melissa stated that they appreciate the feedback from PFAC regarding a phone issue. They took that information and worked with IT to find a solution. They have changed to music as a hold instead of the ring, changed the call answer groups and changed the number of rings.

The Wound Care clinic numbers are up. Dr. Worthen and Pam Brabec are doing a great job and patients are glad this service is available.

Margaret and Melissa are working on tracking provider information with template availability. They can customize the template as needed (total availability slots, open slots, no show slots, number of patients seen per day, etc.). They will continue to work on this. Margaret and Melissa left the meeting at 7:09 p.m.

QUALITY & HCAHPS PRESENTATION

Kari Smith

Kari reviewed the HCAHPS summary report. She stated care transitions are above average. Nursing is using a discharge checklist completion sheet and the patient is given an admission folder that has three sections (medications, education and discharge). This is a proactive approach to help the patient and family with discharge and planning. She also discussed patient falls and catheter associated urinary infections. The current project she is working on is the emergency department transfer authorization form. Kari is tracking whether all areas of the form are answered before patient is transferred. Dr. Kelley and Jessica Badsky will be invited to a board meeting along with Kari to discuss this QA. Kari Smith left the meeting at 7:35 p.m.

ER LOBBY FURNITURE

Austin presented a quote to update the ER lobby furniture for $12,566.00 from Integrated Facility Group. After discussion, motion made by Sandy Fox, seconded by Jeff Yarrow, to approve the purchase of the ER lobby furniture for $12,566.00 from Integrated Facility Group. Motion carried 4-0.

TORGESON ELECTRIC PROPOSAL

Austin presented a quote from Torgeson Electric to replace the seven power packs with new and adding cat5 wire where needed and installing three new dimmer switches including the startup commission for $5,545.00 in the acute and OB area. Currently the lights in the hallways can not be dimmed in the evening. Motion made by Richard Cott, seconded by Terri Parry, to approve the quote from Torgeson Electric for $5,545.00. Motion carried 4-0.

CENTRAL MECHANICAL CONSTRUCTION PROPOSAL

Austin presented a quote from Central Mechanical Construction for the following:

- Surgery sterilizer electrical and plumbing for $5,900.00
- Walk-in cooler evaporator and condenser replacement for $8,583.00
- Walk-in freezer evaporator and condenser replacement for $8,975.00
  (Option 2 for both cooler and freezer – will relocate the condenser adjacent to the cooler off of the ground)

Motion made by Jeff Yarrow, seconded by Richard Cott, to approve the surgery sterilizer electrical and plumbing quote for $5,900.00. Motion carried 4-0.

Motion made by Sandy Fox, seconded by Terri Parry, to approve option two for the walk-in cooler evaporator and condenser replacement quote for $8,583.00 and option two for the walk-in freezer evaporator and condenser replacement for quote $8,975.00. Motion carried 4-0.

SPT ARCHITECTURE PROPOSAL

SPT Architecture submitted a proposal for construction administration services for the CCMC clinics to be located in Clyde and Riley, Kansas for the architectural fee of total guaranteed maximum of $20,000.00. After discussion, motion made by Richard Cott, seconded by Jeff Yarrow, to approve the proposal of $20,000.00 as presented. Motion carried 4-0.

GENERAL UPDATE – AUSTIN GILLARD

- North Hall work is complete and offices have been moved.
- Upfront collections is going well.
- Meeting with BHS tomorrow morning at 7:00am.
- West parking lot – it was decided to have Austin contact Kaw Valley Engineering regarding surveying the area. Austin will report back to the board.
- Adam Crouch, auditor from Wendling, Noe, Nelson & Johnson would like to attend the next board meeting.

The board decided the next meeting would be on Tuesday, May 28th at 7 p.m. in the board room.

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Minutes recorded by Mary Jensen