CLAY COUNTY
MEDICAL CENTER
Our Family. Caring for Yours.

Board of Trustees
Tuesday, May 28, 2019
7:00 p.m.

Minutes

BOARD MEMBERS PRESENT	OTHER PERSONS PRESENT
Lori Penner	Austin Gillard, CEO
Jeff Yarrow	Joel Mason, Attorney
Richard Cott	Mary Jensen, Recording Secretary
Sandy Fox	Adam Crouch, CPA
Terri Parry	Jim Brinkman, Controller

CALL TO ORDER

Lori Penner, President, called the meeting to order at 7:05 p.m.

BOARD MEETING MINUTES

Lori Penner asked if there were any corrections to the Board minutes of May 13, 2019. Motion made by Richard Cott, seconded by Terri Parry, to approve the Board minutes of May 13, 2019 as presented. Motion carried 4-0.

AGENDA REVIEW

- Review & Approval of Emergency Room Visitation Policy
- Workers Compensation Insurance Question
- East Hall access control during inclement weather

AUDIT PRESENTATION – WENDLING, NOE, NELSON & JOHNSON, LLC

Adam Crouch, CPA, presented the audit which comprises the statements of net position as of December 31, 2018 and 2017. In connection with the audit they reviewed various administrative procedures, financial controls and operational aspects of the medical center. Discussion followed. Adam Crouch and Jim Brinkman left the meeting at 7:55 p.m. Motion made by Richard Cott, seconded by Jeff Yarrow, to approve the audit as presented. Motion carried 4-0.

CASH RECEIPTS & DISBURSEMENTS AND FINANCIALS APRIL 2019

Austin Gillard, Interim CFO, presented the Cash Receipts & Disbursements and the Financials for April 2019. After discussion, motion made by Sandy Fox, seconded by Terri Parry, to approve the Cash Receipts & Disbursements and the Financials for April 2019 as presented. Motion carried 4-0.

OLD BUSINESS

CCFP RURAL HEALTH CLINICS

The Board discussed the email sent from PKMR Engineers regarding the pros of a heat pump versus a furnace at the new clinic. Riley will require a propane tank and Clyde has gas utility available. The Plumbing, HVAC, and Electrical companies have been approved.

NEW BUSINESS

CREDENTIALING FILES – REVIEW & APPROVAL

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

Initial:
Brenna Gibson, APRN - Dermatologist
Reappointments:
Marian Nelson, MD - Family Medicine
Horace Jenkins, CRNA - Anesthesiologist

After discussion, motion made by Jeff Yarrow, seconded by Richard Cott, to approve the initial appointment and reappointments listed above. Motion carried 4-0.

REVIEW & APPROVAL EMERGENCY ROOM VISITATION POLICY

The board reviewed the revised emergency room visitation policy approved by the Medical Staff. The changes are that only two visitors are allowed at the patient's bedside at any time and that children under the age of 12 are permitted to visit when accompanied by a responsible adult. After discussion, motion made by Terri Parry, seconded by Sandy Fox, to approve the emergency room visitation policy as presented. Motion carried 4-0.

EAST HALL ACCESS CONTROL – INCLEMENT WEATHER

There was a concern regarding the east hall doors that are locked after hours during inclement weather. It is a safety issue if someone comes in through the east door during inclement weather (tornado/thunderstorm warning) and does not have access to the locked doors to get to the basement. Austin stated that this issue is being addressed and Dan Thalmann is working on signage to help direct people during these times. The board asked Austin to research the moving of patients during a tornado warning.

WORKMAN'S COMP & PRIVATE PAY

A concern was discussed regarding a patient that came to the ER that was injured at their workplace. The employer wanted to pay cash rather than having it as a work comp claim. The CCMC admissions representative stated that it had to go through the employers work comp carrier. Austin will research and report back to the board.

GENERAL UPDATE – AUSTIN GILLARD, CEO

- Kaw Valley came and looked at the west parking lot. They said we have a great gravel base and will work with the natural slope. We are headed in the right direction and Austin will keep the board updated on the parking lot design.
- Beginning July 1, 2019, we will be outsourcing all Medicaid billing and claims follow-up over 90 days to IMD which is the same company that does our ER charging and coding. Medicaid accounts will be billed, payments will be processed, and denied accounts will be worked by IMD. Sharla Shivers will transition into the BCBS billing in addition to her commercial billing assignment. All unpaid accounts will be worked by IMD at 90 days and over. IMD staff will be coming on site in June to work with CCMC staff in the development of a plan based on CCMC's billing policies and procedures.
- Speech/OT – Brenda Bohnenblust will be moving to the east hall. The OT massage table will also be moved to a room in the east hall.
- Hospice continues to grow. They have 38 patients.
- Austin and Jessica met with Josh Stratman from Organogenesis, a skin substitute company. Josh will visit with Pam Brabec and Dr. Worthen to discuss the products they offer. We plan on training two surgery nurses to help in the wound clinic since the clinic is growing. Down the road we may look at a hyperbaric program.
- Engineering has a full time temporary position open.

The next board meeting will be on Monday, June 10 at 8 p.m. in the board room.

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Minutes recorded by Mary Jensen