

Minutes

BOARD MEMBERS PRESENT

Lori Penner
Jeff Yarrow
Richard Cott
Sandy Fox
Terri Parry

OTHER PERSONS PRESENT

Austin Gillard, CEO
Erin Kurtz, CFO
Dr. John Kelley, CMO
Amy Burr, Meadowlark Hospice

CALL TO ORDER

Lori Penner 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 from January 9, 2023. Motion made by Richard Cott, seconded by Terri Parry, to approve the board minutes from the January 9, 2023 board meeting. Motion carried 4-0.

AGENDA REVIEW

Voicemail

OLD BUSINESS

Nothing to add

NEW BUSINESS

- a. Amy Burr – QAPI Review
Amy Burr went over the Fazzi CAHPS survey results and the 2023 QAPI plan. Areas of focus in 2023 are infection surveillance and antibiotic usage, ER utilization, and the admission process navigation. Meadowlark Hospice is scoring well above the national and state averages in all CAHPS categories. They are rated a five star hospice from CMS and in 2022, they were deficiency free. After discussion, motion made by Terri Parry, seconded by Sandy Fox, to approve the 2023 QAPI plan as presented. Motion carried 4-0.
- b. Medical Executive Committee – Medical Staff Bylaws Change
Austin Gillard presented Section 10.2 of our Medical Staff Bylaws for approval. The Medical Staff approved these bylaw changes two weeks ago. We will now have a Medical Executive Committee that meets eight times a year. The entire Medical Staff will meet four times a year. After discussion, motion made by Jeff Yarrow, seconded by Richard Cott, to approve the changes to the Medical Staff Bylaws as presented. Motion carried 4-0.
- c. Erin Kurtz - 2023 Budget
Erin Kurtz presented the 2023 CCMC budget for approval. A few highlights from 2022 to 2023: we expect inpatient revenue to drop as we continue to focus on outpatient growth, we expect our RHC revenue to grow, ER revenue to grow, and Surgery revenue to grow. Expense will increase due to a \$2.5 million increase in wages and benefits. We will operate CCMC at a loss from operations in 2023, but due to the tax levy, net income should be positive. In 2023, no COVID-19 funds are available. After discussion, motion made by Sandy Fox, seconded by Richard Cott, to approve the 2023 budget as presented. Motion carried 4-0.
- d. Voicemail
Richard Cott received a voicemail from a concerned community member regarding a call they received from CCMC about an online pharmacy. In short, the call was a spam call and was not CCMC calling. They also spoofed a CCMC phone number.

AUSTIN GILLARD, CEO

a. Daycare Update

Austin informed the board that our team completed final daycare provider interviews last week. An agreement has been signed with the finalist. Our goal is to have the daycare ready to accept children by April or May 2023. Once everything is finalized, we will have a meet and greet, share hourly, drop in, daily, and weekly rates, and let our team tour the daycare house.

b. Preventative Care – Rural Health Clinics

We are developing a job description and job posting for a full-time Preventative Care Scheduler. This position will make sure all patients of CCMC have their next preventative annual exam, preventative lab work, mammogram, colonoscopy, well child visits, etc. scheduled.

c. Liberty Square Meeting – Date/Time

Austin informed the board of our need to have a Liberty Square, Inc. annual meeting. This organization oversees the lease agreements of several organizations. The annual meeting will be on February 13, 2023 at 7:00 p.m. The regular board meeting will be after the Liberty Square, Inc. annual meeting.

d. General Update

- The board for Liberty Place Assisted Living met last week. Due to wage pressures and food costs, we needed to increase the monthly rent price.
- CCMC will be hosting Wake Up Wednesday for Grow Clay County here at CCMC on Wednesday. We will meet in the dining room from 8:00 a.m. to 9:30 p.m.
- Congratulations to Megan McAnany and Heather Ohlde for being nominated as Employee of the Year by Grow Clay County!
- We were able to fill our ER RN night shift opening. We also have two applicants for our Quality/Risk Director opening. In April, CCMC will not have any locums/traveler staffing.
- We are still working with Cancer Center of Kansas on cancer treatment possibilities.
- With the general surgeons, we are exploring breast biopsy options at CCMC.
- In 2023, we will be limiting overtime and unscheduled, unless patient care will be compromised.
- We are working with SPT Architecture on a few drafts of a 'facelift' for the ER exterior. We are also looking at a redesign of the wellness center parking lot for more parking spaces.

The meeting adjourned at 8:35 p.m.

Upcoming board meeting: February 13, 2023 at 7:15 p.m.

Minutes recorded by Austin M. Gillard