Hospital Committee Meeting Minutes February 3, 2015			Meeting Date  Meeting Time  Meeting Location	6:00	ebruary 3, 2015 :00 p.m. onference Room "B"				
Members: P-present, A-absent, E-excused									
P	Ted Whitehead – Ex- Officio	P	Jamie Veach	P	Joe Goodman	P	Brenda Conrad-Minutes	Р	Dannette Craig
P	Janice Brooks	P	Mike Hobbs	P	Chelsea Musgrave	P	Phil Bute	Е	Phil Gustafson
P	David Johnson	P	Amanda Goostree	P	Dr. Schulz (Med Staff Rep)	P	Bob Coble (Attorney)	P	John Baylor
P	Julie Long					T			

Agenda Item	Discussion	Follow Up
Welcome	Amanda Goostree welcomed everyone to the meeting and	None
Amanda Goostree	thanked them for their presence.	
Call to Order	Ted Whitehead called the meeting to order at 6:00.	None
Ted Whitehead		
<b>Public Comment</b>	There were no public comments.	None
Approval of Agenda (Action)	The agenda for the meeting was presented for approval.	None
	Motion made by Janice Brooks to approve the agenda.	
	Seconded by Dave Johnson. Motion carried.	
Approval of Minutes (Action)	Minutes from the January 6 <sup>th</sup> and January 22 <sup>nd</sup> meetings were presented for approval.	None
	Motion by Joe Goodman to approve the minutes. Seconded by	
Dodinat Characteristic	Janice Brooks. Motion carried.	N
Patient Story~Eva Amanda Goostree	Ditto Basso presented a moving story regarding the care of his	None
Amanaa Goosiree	102 year old mother received while at CCH. Ditto shared that it	
	didn't take long to realize that every patient receives	
	unbelievable treatment and compassionate care at this hospital.	
	He stated that the staff worked as a unit, informing him of	
	treatment options and by being by his side every step of the	

	way. He was happy to share that his experience with CCH was extraordinary.	
Technology Presentation Phil Bute	Phil Bute presented a layout of the future of IT at CCH specifically related to cloud based technology.	None
Market Share Presentation Julie Long	Julie Long delivered a market share presentation. Julie stated that it is extremely difficult to recruit Physicians (especially internal medicine) to a rural market.	None
	John Bursich, CCH Marketing Manager presented newspaper ads that have run in the past year, stating that our marketing plan is to reinforce the goals of our strategic planning.	None
Posting of Salaries Discussion Bob Coble	Bob Coble stated that to be compliant with the Freedom of Information Act, we must post salaries and compensation for all County IMRF employees who's total package is \$75000 or more. After discussion it was decided that we would put an action item on next month's Hospital Committee Agenda.	Put the Posting of Salaries on the Clay County Website a matter of Action at our March Hospital Committee Meeting.
Finance Mike Hobbs  • Current Month Financials	Mike Hobbs presented the financial data for January 2015. Mike also presented the data in graphs.	Mike will add refusal of transport for our 911 calls as a line item in the future.
ER Bad Debt Data	Mike presented that the ER represents 40% of this current year bad debt amounts. Mike also stated that some of the ER patients do result in admissions and testing	None
	Mike made a presentation of financial review and financial indicators. Mike presented trending from 2012-Present as well as comparisons to other regional facilities.	None
• Financial Review & Statistics Presentation	Hospital paid and unpaid claims were presented for approval. Ted questioned the number of checks that are payable to Frontier. Phil Bute stated that they bill by building and some	Present Hospital Paid & Unpaid claims to the Clay
Approval of Paid & Unpaid	departments within the hospital. Ted also asked about the check	County Board for approval.

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Approval of Operating & Capital Budget (Action)	to Flora Bank & Trust which Mike stated was for employee benefits. Janice questioned whether the check to Charley Inc was for actual supplies or service. Phil stated that it was for supplies.  Motion by Janice Brooks for the paid and unpaid claims to be submitted for approval by the Clay County Board as presented. Seconded by Dave Johnson. Motion carried.  Mike Hobbs presented the Operating and Capital Budget for March 2015-March 2016. Mike explained that diligent work was done with each department to develop accurate trending. We projected growth in surgeries, swing bed usage, physical therapy and provider availability at our clinics. Mike also stated that we hope to hold charity to the current rate and to continue to focus on bad debt collection. Mike stated that due to the age of the building and equipment there will be some large purchases in the future. Mike worked with our Department Managers to determine their current and future needs within their areas.	
	The Operating and Capital Budget was presented for approval.  Motion by John Baylor for the approval of the 2015-2016  Operating and Capital Budget. Seconded by Dave Johnson.  Motion carried.	Present the Operating and Capital Budget to the Clay County Board for approval. Mike Hobbs to attend for answering questions.
Joint Leadership Report	Ted Whitehead presented a Joint Leadership Report from the	
Ted Whitehead	January 27 <sup>th</sup> meeting.	None
Quality/Safety Report Dannette Craig	Dannette Craig presented the scorecard and stated that she is	None
C	pleased with the scores for all departments. Dannette stated that the staff is making these items visible and are working hard to	
• CQM	make improvements.	
Patient Experience/Scorecard	make improvements.	Jamie Veach to
Any Quality/Safety Concerns	Amanda stated that the Clinic front doors have been	Look into better lighting for

	compromised twice now. No damage has occurred and nothing has been stolen to our knowledge. Police were called in both incidents. Phil Bute is going to install surveillance cameras. Ted Whitehead stated that the back parking lot is very dark as well as the Senior Renewal area. Ted suggested looking into lighting that area more.	the back parking lot and the Senior Renewal area.
	Dannette asked if there were any other Quality or Safety concerns to which no one voiced any.	
Compliance Report  Jamie Veach  • Any Compliance Concerns	Jamie stated that he is now doing the compliance training in the new employee orientations. Jamie noted that there are changes in the NEO Compliance handouts that need to be made, including the reporting mechanism that names Alisa Christy should now name Brenda Conrad and the confidential phone number should be changed to 662-1611.	Jamie Veach to Make changes to the NEO Compliance handouts.
	Amanda stated in order to be in Compliance that all new Board members must go through orientation. Members agreed to do this just prior to the next Hospital Committee meeting at 5:30 PM	Brenda to schedule Orientation at 5:30 prior to the March Hospital Committee Meeting.
Physician Recruitment	Jamie stated that Valerie Lybarger NP will begin seeing patients on February 12 <sup>th</sup> . Angela Casolari will begin seeing patients on February 11 <sup>th</sup> . Lois Dishman-Cooper is currently seeing patients and hopes to begin seeing patients at our new Cisne Clinic in June or July. Jamie is to meet with the Village of Cisne on February 9 <sup>th</sup> to finalize the details of the Cisne Clinic. Discussion about potential new providers was held.	
Credentials Committee (Action)	Amanda stated that Jim Cowger should now be added to the Credentials list and to state that he now has additional privileges	Present to Clay County Board for approval.

	to mirror Dr. Murphy.	
	Motion by Janice Brooks to submit the appointments to the Clay County Board for approval. Seconded by Joe Goodman. Motion carried.	
<b>Capital Purchases and Discussion</b>		
Amanda Goostree		
Iscribe Software	Amanda stated that it was her understanding that everything approved in Capital Budget only needs brought to the Committee as informational. She wanted to double check this with Hospital Committee members given it is a newer group of members. All agreed this is what had been decided last year even at the County Board level. Amanda then presented information on the Iscribe Speech Recognition Software which will improve transcription across the board and will allow	None
ER Physician & Nurse Station	physicians to do from any location which will result in a timely manner for case management purposes.  Amanda presented replacement of the ER Physician & Nurse workstations which will provide improved work area and better storage.	None
New Business All Present	Jamie stated that we must strategically look at branching out and making ourselves accessible. Joe Goodman stated he likes the idea of exploring the Industrial Park area.	
	Janice asked about Champion Fitness coming to town and Amanda stated that we are in the process of marketing our physical therapy department.	
	Janice also brought forth that she has heard complaints saying that the hospital has a negative work environment in a particular department. Amanda stated that we have identified a trend in one department and are working to correct it. One of the CCH	·

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	strategic goals is to reduce turn over. Administration is working with Managers and all employees diligently to this end.	
<b>Executive Session: Litigation</b>	The motion to go to closed session for litigation was made by	
(Action)	Janice Brooks. Seconded by Dave Johnson. Motion carried.	
	Motion to move to open session was made by Joe Goodman.	
	Seconded by Janice Brooks. Mr. Whitehead stated executive	
	session was informational only no action was taken.	
Adjournment	Motion to adjourn by Dave Johnson. Seconded by John Baylor.	
	Motion carried. The meeting adjourned at 8:48pm	