

Hospital Committee Meeting Minutes February 3, 2015	Meeting Date	February 3, 2015
	Meeting Time	6:00 p.m.
	Meeting Location	Conference Room "B"

Members: P-present, A-absent, E-excused

P	Ted Whitehead – Ex-Officio	P	Jamie Veach	P	Joe Goodman	P	Brenda Conrad-Minutes	P	Dannette Craig
P	Janice Brooks	P	Mike Hobbs	P	Chelsea Musgrave	P	Phil Bute	E	Phil Gustafson
P	David Johnson	P	Amanda Goostree	P	Dr. Schulz (Med Staff Rep)	P	Bob Coble (Attorney)	P	John Baylor
P	Julie Long								

Agenda Item	Discussion	Follow Up
Welcome <i>Amanda Goostree</i>	Amanda Goostree welcomed everyone to the meeting and thanked them for their presence.	None
Call to Order <i>Ted Whitehead</i>	Ted Whitehead called the meeting to order at 6:00.	None
Public Comment	There were no public comments.	None
Approval of Agenda (Action)	The agenda for the meeting was presented for approval. Motion made by Janice Brooks to approve the agenda. Seconded by Dave Johnson. Motion carried.	None
Approval of Minutes (Action)	Minutes from the January 6 th and January 22 nd meetings were presented for approval. Motion by Joe Goodman to approve the minutes. Seconded by Janice Brooks. Motion carried.	None
Patient Story~Eva <i>Amanda Goostree</i>	Ditto Basso presented a moving story regarding the care of his 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	None

	way. He was happy to share that his experience with CCH was extraordinary.	
Technology Presentation <i>Phil Bute</i>	Phil Bute presented a layout of the future of IT at CCH specifically related to cloud based technology.	None
Market Share Presentation <i>Julie Long</i>	Julie Long delivered a market share presentation. Julie stated that it is extremely difficult to recruit Physicians (especially internal medicine) to a rural market. 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 None
Posting of Salaries Discussion <i>Bob Coble</i>	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 <i>Mike Hobbs</i> <ul style="list-style-type: none"> Current Month Financials ER Bad Debt Data Financial Review & Statistics Presentation Approval of Paid & Unpaid 	Mike Hobbs presented the financial data for January 2015. Mike also presented the data in graphs. 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 Mike made a presentation of financial review and financial indicators. Mike presented trending from 2012-Present as well as comparisons to other regional facilities. 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 departments within the hospital. Ted also asked about the check	Mike will add refusal of transport for our 911 calls as a line item in the future. None None Present Hospital Paid & Unpaid claims to the Clay County Board for approval.

<p>Bills (Action)</p> <ul style="list-style-type: none"> Approval of Operating & Capital Budget (Action) 	<p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p>	<p>Present the Operating and Capital Budget to the Clay County Board for approval. Mike Hobbs to attend for answering questions.</p>
<p>Joint Leadership Report <i>Ted Whitehead</i></p>	<p>Ted Whitehead presented a Joint Leadership Report from the January 27th meeting.</p>	
<p>Quality/Safety Report <i>Dannette Craig</i></p> <ul style="list-style-type: none"> CQM Patient Experience/Scorecard Any Quality/Safety Concerns 	<p>Dannette Craig presented the scorecard and stated that she is pleased with the scores for all departments. Dannette stated that the staff is making these items visible and are working hard to make improvements.</p> <p>Amanda stated that the Clinic front doors have been</p>	<p>None</p> <p>Jamie Veach to Look into better lighting for</p>

	<p>to mirror Dr. Murphy.</p> <p>Motion by Janice Brooks to submit the appointments to the Clay County Board for approval. Seconded by Joe Goodman. Motion carried.</p>	
<p>Capital Purchases and Discussion <i>Amanda Goostree</i></p> <ul style="list-style-type: none"> • Iscribe Software • ER Physician & Nurse Station 	<p>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 physicians to do from any location which will result in a timely manner for case management purposes.</p> <p>Amanda presented replacement of the ER Physician & Nurse workstations which will provide improved work area and better storage.</p>	<p>None</p> <p>None</p>
<p>New Business <i>All Present</i></p>	<p>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.</p> <p>Janice asked about Champion Fitness coming to town and Amanda stated that we are in the process of marketing our physical therapy department.</p> <p>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</p>	

	strategic goals is to reduce turn over. Administration is working with Managers and all employees diligently to this end.	
Executive Session: Litigation (Action)	The motion to go to closed session for litigation was made by 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	