

Hospital Committee Meeting Agenda November 2015			Meeting Date		November 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	John Bayler	P	Janice Brooks	P	David Johnson	P	Joe Goodman

P	Amanda Basso	P	Mike Hobbs	P	Chelsea Musgrave	E	Tami Bayless	P	Phil Bute
P	Mike McClane	P	Phil Gustafson	P	Julie Long	P	Bob Coble (Attorney)	P	Courtney Minton- Minutes
P	Brian Edmison(Architect)	P	John Bursich	P	Staci Bute				

Agenda Item	Discussion	Follow Up
Welcome <i>Amanda Basso</i>	Amanda Basso 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 p.m.	None
Public Comment	There were no public comments.	None
Approval of Agenda (Action)	The agenda for the meeting was presented for approval. <i>Motion made by Joe Goodman to approve the agenda. Seconded by Dave Johnson. Motion carried.</i>	None
Approval of Minutes (Action)	The minutes from the October 6, 2015 meeting were presented for approval. <i>Motion made by John Bayler to approve the minutes. Seconded by Janice Brooks. Motion carried.</i>	None
Infusion Clinic Expansion <i>Brian Edmison</i>	<ul style="list-style-type: none"> Subsequent to the clinic expansion plans, further discussion has taken place regarding the Infusion Clinic being located at the clinic. This area should ideally be located close to the Pharmacy; there will be a need to access the Pharmacy, as 	None

	<p>well as the Lab, several times a day to care for these patients. Brian Edmison presented an architectural drawing of the Infusion Center addition. The new addition would be located on the south end of the south wing of the hospital. The concept is a scaled back version of the area that had been conceptualized in the initial clinic expansion drawing. The addition is a total of 3,710 sq. feet.</p> <ul style="list-style-type: none"> • More research will be done regarding the cost. The plans will be shown to Dr. Dy to gain his input as to anything he feels should be modified. Brian is also going to look into the zoning requirements pertaining to property line variances. This information will be presented at the December Hospital Committee Meeting. 	
<p>Clay City Building(Action) Mike McClane</p>	<ul style="list-style-type: none"> • Once the building in Clay City was purchased, bids were sought for the renovation of the building. Initially, the estimated cost to renovate the building was around \$60,000. However, when the bids were submitted, they were substantially higher than this. • An alternate proposal to the renovation of the current building at Clay City was presented. Mike McClane presented information about a 1,680 sq. feet modular medical clinic. The clinic would be leased to the hospital for a minimum period of 18 months. The modular structure would operate as a fully functioning medical clinic; there are four exam rooms, a waiting room/reception area, lab room, and ADA compliant bathrooms. • Mike also presented the concept of relocating Behavioral Health to the existing building, which would require minimal renovations. 	<p>Present to the full Clay County Board for approval.</p>

	<p><i>Motion made by John Bayler to present the modular clinic lease to the full Clay County Board for approval. Seconded by Dave Johnson. Roll call performed by Courtney Minton: Joe Goodman-yes. Dave Johnson- yes. John Bayler- yes. Janice Brooks-no. Motion carried.</i></p>	
<p>IT Report <i>Phil Bute</i></p> <ul style="list-style-type: none"> • Phone System Implementation • Any IT Related Questions or Concerns of Committee Members? 	<ul style="list-style-type: none"> • Phil provided an update regarding the installation/implementation of the phone system. Phone numbers will be ported over the first week of December. Some phones have already been installed. • There were no IT related questions or concerns. 	None
<p>Capital Projects</p> <ul style="list-style-type: none"> • Ambulance Purchase- <i>Jason Perry (Action)</i> 	<ul style="list-style-type: none"> • There are currently three ambulances in Clay County. One of these is having severe engine malfunctions-currently eleven identified issues- which are subsequently costing a significant amount to repair. The vehicle has been evaluated by several mechanics, all of who have chosen to not offer to service the vehicle. The mileage is over the 100,000 mile mark. Mr. Perry has completed extensive research, and has located an ambulance that has been previously used as a demo with under 10,000 miles that could be purchased. The cost of the proposed vehicle is \$127,140. There is approximately \$80,000 in the ambulance fund, and it is requested that this will be put towards the purchase. There would need to be an amendment to the FY 2016 capital budget for the remainder of the purchase, since the contingency fund is not sufficient to cover this amount. <p><i>Motion made by Joe Goodman to submit the ambulance purchase, which would deplete the ambulance fund, and request an amendment to the Clay County Hospital FY 2016 capital budget to</i></p>	Present to the full Clay County Board for approval.

<ul style="list-style-type: none"> Radio Tower Purchase- Phil Bute (Action) Parking Lot Repair- Phil Bute (Action) Roof Repair-Phil Bute (Action) 	<p><i>cover the remainder of the purchase to the full Clay County Board for approval. Seconded by Dave Johnson. Roll call performed by Courtney Minton: Joe Goodman- yes. Dave Johnson- yes. John Bayler- yes. Janice Brooks-yes. Motion carried.</i></p> <ul style="list-style-type: none"> The present radio tower is bent and twisted and will not support the addition of a new antenna. The purchase was placed out for bid. The lowest bid came in at \$64,146. The insurance is covering this amount, with the exception of the deductible which is \$5,000. <p><i>Motion made by John Bayler to submit the radio tower purchase to the full Clay County Board for approval. Seconded by Dave Johnson. Roll call performed by Courtney Minton: Joe Goodman- yes. Dave Johnson- yes. John Bayler- yes. Janice Brooks-yes. Motion carried.</i></p> <ul style="list-style-type: none"> There are several areas in the hospital parking lot needing repaired. The original base of the asphalt is not sturdy. It is recommended that this project be completed prior to winter months, to avoid. The project has been placed out for bid. The lowest bid came in at \$65,895. There will be an amendment to the FY 2016 capital budget to allow for this purchase. <p><i>Motion made by Janice Brooks to submit the parking lot repair to the full Clay County Board, which will be an amendment to the Clay County Hospital capital budget. Seconded by Joe Goodman. Roll call performed by Courtney Minton: Joe Goodman- yes. Dave Johnson- yes. John Bayler- yes. Janice Brooks-yes. Motion carried.</i></p> <ul style="list-style-type: none"> There are some areas on the hospital roof needing repaired. The project was placed out for bid. The on bid that was 	<p>Present to the full Clay County Board for approval</p> <p>Present to the full Clay County Board for approval</p> <p>Present to the full Clay County Board for approval</p>
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	<p>submitted was for \$42, 117.</p> <p><i>Motion made Dave Johnson to submit the roof repair to the full Clay County Board for approval which will be an amendment to the Clay County Hospital capital budget. Seconded by John Bayler. Roll call performed by Courtney Minton: Joe Goodman- yes. Dave Johnson- yes. John Bayler- yes. Janice Brooks-yes. Motion carried.</i></p>	
<p>Quality Report <i>Tami Bayless</i></p> <ul style="list-style-type: none"> • Patient Experience Scorecard • Any Quality Related Questions or Concerns of Committee Members? 	<ul style="list-style-type: none"> • There was no new information to report; the patient experience scorecard for September had been presented at the October meeting. The October information will be presented at the December meeting. • There were no Quality related questions or concerns of committee members. 	None
<p>Safety Report <i>Tami Bayless</i></p> <ul style="list-style-type: none"> • Any Safety Related Questions or Concerns of Committee Members? 	<ul style="list-style-type: none"> • There was no new information to report; the safety report for September had been presented at the October meeting. The October safety information will be presented at the December meeting. • There were no Safety related questions or concerns of committee members 	None
<p>Human Resources Update <i>Chelsea Musgrave</i></p> <ul style="list-style-type: none"> • Turnover Report • Any Human Resources Related Questions or Concerns of Committee Members? 	<ul style="list-style-type: none"> • Chelsea presented the employee Turnover Report for October 2015. • Chelsea asked if there were any Human Resources related questions or concerns to which none were voiced. 	None
<p>Compliance Report <i>Chelsea Musgrave</i></p> <ul style="list-style-type: none"> • Any Compliance Related Questions or 	<ul style="list-style-type: none"> • There were no Compliance issues to report. • Chelsea asked if there were any Compliance related questions 	None

Concerns of Committee Members?	or concerns of Committee members to which none were voiced.	
Finance <i>Mike Hobbs</i> <ul style="list-style-type: none">Financial Review & StatisticsApproval of Paid & Unpaid (Action)	<ul style="list-style-type: none">Mike presented the financial information for the month of September. He also presented the information in graphs.It was requested that a portfolio be presented showing the ambulance expense over a period of time.The September paid and unpaid claims were presented for approval. <p><i>Motion made by Dave Johnson to submit the paid and unpaid claims to the full Clay County Board for approval. Seconded by John Bayler. Motion carried.</i></p>	None

	<ul style="list-style-type: none"> Christie Foster, MD Courtesy Emergency <p><u>Reappointment:</u></p> <ul style="list-style-type: none"> Stephen Sehy, MD Courtesy Podiatry <p><i>Motion made by Dave Johnson to submit credentials to the full Clay County Board for approval. Seconded by Joe Goodman. Motion carried.</i></p>	
New Business <i>All Present</i>	There was no new business.	None
Executive Session – Executive Session- 5 ILCS 120/2(c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.	<ul style="list-style-type: none"> <i>Motion made by Janice Brooks to go into Executive Session at 8:18 p.m. Seconded by Dave Johnson. Motion carried. John Bayler made himself absent for this Executive Session. Motion made by Dave Johnson to go into Open Session at 8:22 p.m. Seconded by Joe Goodman. Motion carried. No action taken.</i> <i>Motion made by Joe Goodman to go into Executive Session at 8:24 p.m. Seconded by Janice Brooks. Motion carried. Motion made by Dave Johnson to go into Open Session at 8:36 p.m. Seconded by Janice Brooks. Motion carried. No action taken.</i> 	None
Adjournment	<i>Motion made by Dave Johnson to adjourn meeting. Seconded by Joe Goodman. Motion carried. Meeting adjourned at 8:46 p.m.</i>	None