Hospital Committee Meeting Minutes-January 2016			Meeting Date Meeting Time Meeting Location	January 5, 2016 6:00 p.m. Conference Room "B"				
M	embers: P-present, A-ab	sent						
P	Ted Whitehead – Ex Officio	P	John Bayler	P	Janice Brooks	P	David Johnson	A Joe Goodman
Р	Amanda Basso	P	Chelsea Musgrave	P	Mike Hobbs	P	Phil Bute	
P	Mike McClane	A	Julie Long	Α	Phil Gustafson	P	Bob Coble (Attorney)	
Р	Courtney Minton - Minutes	P	Tammy Mulvaney	P	John Bursich	Р	Dr. Dan Doolitttle	
P	Dee Evischi							

Agenda Item	Discussion	Follow Up
Welcome	Amanda Basso welcomed everyone to the meeting and thanked them	None
Amanda Basso	for their presence.	
Call to Order	Ted Whitehead called the meeting to order at 6:00 p.m.	None
Ted Whitehead		
	Courtney Minton performed roll call.	
	Ted Whitehead- present; David Johnson- present; John Bayler-	
	present; Janice Brooks-present; Joe Goodman-absent.	
Public Comment	There were no public comments.	None
Approval of Agenda (Action)	The agenda for the meeting was presented for approval. Exception	None
	noted: The Urgent Care-McCormick Lease discussion will take place	
	after the Approval of Minutes.	
	Motion made by John Bayler to approve the agenda. Seconded by	
	Janice Brooks. Motion carried	
Approval of Minutes (Action)	The minutes from the December 1, 2015 meeting were presented for	None
	approval.	
	Motion made by Janice Brooks to approve the December meeting	

	minutes. Seconded by Dave Johnson. Motion carried.	
Urgent Care-McCormick Lease(Action)	The property lease for the urgent care facility has been drafted by Bob Coble representing Clay County Hospital, and both parties agree to the terms. The lease agreement is between McCormick Real Estate Holdings, LLC, and Clay County Hospital. CCH will lease a portion of the building for Physical Therapy, Radiology (x-ray), and Lab services. Dr. Doolittle, under another company, Optimum Care, will initiate an urgent care facility in the remainder of the building.	Submit to the full Clay County Board for approval.
	Motion made by John Bayler to submit the lease agreement between McCormick Real Estate Holdings, LLC, and Clay County Hospital, to the full Clay County Board for approval. Seconded by Dave Johnson. Motion carried.	
SSM Management Discussion	The contractual period of the SSM Management agreement will be	Present to the full Clay
Julie Long & Amanda Basso	concluding soon. SSM requests a strategy discussion to take place to determine direction for upcoming contractual period.	County Board for discussion.
	Motion made by Janice Brooks to take the SSM Management	
	discussion to the full Clay County Board meeting. Seconded by	
	John Bayler. Motion carried.	
Clay City Update Mike McClane	<ul> <li>Mike McClane provided an update about the modular clinic in Clay City. Both parts of the clinic were delivered this week. The estimated opening date is March 1<sup>st</sup>. Patients will soon be able to make appointments through the Flora Clinic for after March 1<sup>st</sup>.</li> </ul>	None
	<ul> <li>Deb Harris, FNP will be providing services at the Clay City Clinic two days a week. Providing board testing is successfully completed, another provider will be staffing the clinic four days a week. Dr. Jason Jerabek, DO, has recently signed on with CCH. Dr. Jerabek specializes in Geriatrics, and will be staffing the Clay City Clinic one day a week.</li> </ul>	

	<ul> <li>Mike presented graphs showing the statistics related to payer mix and patient visits for the clinics in 2016. Of particular interest, there were 820 more patients seen in the month of December 2015 then in December 2014. Clinic visits have continued to increase over the last three years.</li> </ul>	
Human Resources Update Chelsea Musgrave  • Employee Engagement Review	<ul> <li>A review of the 2015 Employee Engagement survey results was presented. The survey was conducted by a third-party company was contracted through SSM Health (Press Ganey) beginning in March 2015. The results indicate several statistically significant metrics:         <ol> <li>A 90% response rate from employees, which is considerably high according to the Press Ganey company and SSM executives.</li> </ol> </li> <li>The overall engagement score for CCH was 4.3. This is considered significantly higher than the national</li> </ul>	None
Turnover Report	<ul> <li>average.</li> <li>3. CCH's percentile ranking was 79<sup>th</sup>.</li> <li>Chelsea presented the Employee Turnover Report for December 2015. Chelsea noted that employee turnover has</li> </ul>	None
<ul> <li>Any Human Resources Related Questions or Concerns of Committee Members?</li> </ul>	<ul> <li>been reduced from 31% in 2014 to 18% in 2015.</li> <li>There were no Human Resources related questions or concerns voiced.</li> </ul>	None
Employee Position Changes Amanda Basso & Chelsea Musgrave	In response to a concern voiced by a Hospital Committee member, Amanda explained why position changes within the organization are permitted and even encouraged so that overall turnover which is very costly can be hopefully reduced / avoided.	None
CCH Employee Christmas Party Amanda Basso & Chelsea Musgrave	In response to community concern voiced by a Hospital Committee member, Amanda Basso and Chelsea Musgrave explained the costs associated with the CCH Christmas Party, and how funds were obtained to pay for the entertainment for the party. The Engagement Committee worked very hard all year to raise funds for prizes and for the band to be hired at the Christmas Party. John Bayler stated he felt	None

	the entertainment (band) should be hired next year by the hospital as the employees work hard all year and this is a good way to celebrate their hard work.	
Compliance Report Chelsea Musgrave  Transfer Compliance Officer Designation to Tammy Mulvaney(Action)	The Compliance Officer designation will be transferred from Chelsea Musgrave to Tammy Mulvaney.  Motion made by Dave Johnson to obtain approval from the full Clay County Board to transfer the Compliance Officer designation to Tammy Mulvaney. Seconded by John Bayler. Motion carried.	Submit to the full Clay County Board for approval.
<ul> <li>Any Compliance Related Questions or Concerns of Committee Members?</li> </ul>	There were no Compliance related questions or concerns.	None
IT Report Phil Bute	Phil Bute reported on the status of the new phone system transition. The system has been working well, with minimal issues. There are now two Operators on staff to answer all calls coming through the clinics and hospital. Since the phone system has been implemented, there have been a total of over 57,000 calls coming in and out through the system.	None
Finance Mike Hobbs  • Remove Sue Petit from Authorization Resolution(Action)	<ul> <li>Since Sue Petit is no longer a member of the Clay County Board, her name will need to be removed from the Authorization Resolution at the bank.</li> <li>Motion made by Janice Brooks to obtain approval from the full Clay County Board to remove Sue Petit from the Authorization Resolution. Seconded by Dave Johnson. Motion carried.</li> </ul>	Submit to the full Clay County Board for approval
<ul> <li>Financial Review &amp; Statistics</li> </ul>	Mike presented the financial data for the month of December 2015. He also presented the information in graphs.	None
<ul> <li>Approval of Paid &amp; Unpaid (Action)</li> </ul>	The paid and unpaid claims were presented for approval.	Submit to the full Clay County Board for approval

	Motion made by John Bayler to submit the paid and unpaid claims to the full Clay County Board for approval. Seconded by Janice Brooks. Roll call was performed by Courtney Minton. Ted Whitehead-yes; David Johnson-yes; John Bayler-yes; Janice Brooks-yes.	
Credentials- Dr. Jason Jerabek <mark>(Action)</mark>	Initial Appointment (went through rapid credentialing process) Dr. Jason Jerabek, DO- Provisional Active Family Medicine  Motion made by Janice Brooks to submit credentials to full Clay County Board for approval. Seconded by John Bayler. Motion carried.	Submit to the full Clay County Board for approval
New Business All Present	There was no new business.	None
Adjournment	Motion made by Dave Johnson for meeting adjournment. Seconded by John Bayler. Motion carried. Meeting adjourned at 8:09 p.m.	None