

Hospital Committee Meeting Minutes-September 2016	Meeting Date	September 6, 2016
	Meeting Time	6:00 p.m.
	Meeting Location	Conference Room "B"

Members: P-present, A-absent									
P	Ted Whitehead – Ex Officio	P	John Bayler	A	Janice Brooks	P	David Johnson	A	Joe Goodman

P	Michael Zilm-Interim President	P	Chelsea Musgrave	P	Mike Hobbs	P	Phil Bute	P	Tammy Mulvaney
P	Carrie Miller	P	Mike McClane	A	Phil Gustafson	P	Julie Long	P	Bob Coble-Attorney
P	Courtney Minton - Minutes	P	Alex Snedeker-Snedeker Risk Management	P	Mary McCollough-Clay County Board Member	P	Barb McGrew-Clay County Board Member	P	Bret Simmons-Anders Group

Agenda Item	Discussion	Follow Up
Welcome <i>Michael Zilm</i>	Michael Zilm welcomed everyone to the meeting.	None
Call to Order <i>Ted Whitehead</i>	Ted Whitehead called the meeting to order at 6:00 p.m. <i>Courtney Minton performed roll call.</i> <i>Ted Whitehead- present; David Johnson- present; John Bayler present; Janice Brooks-absent; Joe Goodman-absent.</i>	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 John Bayler to approve the agenda. Seconded by Dave Johnson. Motion carried.</i>	None
Approval of Minutes (Action)	The minutes for the August 2, 2016 meeting were presented for approval. <i>Motion made by Dave Johnson to approve the July meeting minutes.</i>	None

	<i>Seconded by John Bayler. Motion carried</i>	
Human Resources & Marketing Report <i>Chelsea Musgrave</i> <ul style="list-style-type: none"> • Employee Health Insurance-<i>Alex Snedeker</i> • Endowment Foundation Update • Opportunity for Human Resources Related Questions or Concerns of Committee Members 	<ul style="list-style-type: none"> • Alex Snedeker, a representative from Snedeker Risk Management, presented the proposed employee group health insurance plans for the 2017 enrollment period. Alex discussed in detail the changes to the plans offered, eligibility, and the TPA (Third Party Administrator). • Chelsea provided an update regarding the activities of the Endowment Foundation. Subsequent to Administration performing an assessment of needs and projects that could be addressed, the Foundation approved over \$80,000 in funds to be used toward purchases for the hospital. The items approved for purchase are as follows: <ol style="list-style-type: none"> 1. In-exam room computers mounted on adjustable arms for all clinics 2. New waiting room furniture for the Flora Clinic lobby area 3. Goggles/visor equipment for Physical Therapy to help treat patients with vertigo 4. A complete remodel/upgrade to the sleep study areas • Chelsea also mentioned the next fundraiser sponsored by the Foundation, which will feature a well-known illusionist, Joel Meyers, and will be held on November 4th at Johnny & June's in Flora. • The Foundation also awarded five CCH employees with scholarships in the amount of \$1,000 each for continuing education. • There were no questions or concerns of committee members voiced. 	None
Quality & Compliance Report <i>Tammy Mulvaney</i> <ul style="list-style-type: none"> • Quality Plan(Action) 	<ul style="list-style-type: none"> • Tammy Mulvaney presented the Quality Plan for approval. <p><i>Motion made by Dave Johnson to approve the Quality Plan.</i> <i>Seconded by John Bayler. Motion carried.</i></p>	Present to the Clay County Board for approval

<ul style="list-style-type: none"> • Credentialing (Action) • Joint Commission Mock Survey • Opportunity for Quality/Compliance Related Questions or Concerns of Committee Members 	<p>Provisional Appointment: Stephen Israel, MD Courtesy Emergency Michael Walden, MD Courtesy Radiology Cheryl White, APN Specified Professional Affiliate Andrew Britt, DO Courtesy Emergency Medicine Brent Rudisel, DO Courtesy Emergency Medicine Minesh Patel, MD Courtesy Radiology Parvish Shah, DO Courtesy Radiology Michael Walden, DO Courtesy Radiology Jessica Prange, MD Courtesy Cardiology Prashant Shah, MD Courtesy Otolaryngology Brandon Cycholl, MD Current Medical Staff</p> <p>Reappointment: James Miller, MD Pathology-Medical Staff Haskell Nutgrass, CRNA Specified Professional Affiliate Ashok Kumar, MD Current Medical Staff Timothy Gray, MD Courtesy Surgery/Orthopedics Vincent Zuck, MD Courtesy Cardiology David Weglicki, DO Courtesy Radiology Bashar Alzahabi, MD Courtesy Internal Medicine Stuart Richards, RN Specified Professional Affiliate</p> <p><i>Motion made by John Bayler to approve the credentials. Seconded by Dave Johnson. Motion carried.</i></p> <ul style="list-style-type: none"> • Tammy reported the Joint Commission mock survey was performed by SSM employees. • There were no questions or concerns of committee members voiced. 	<p>Present to the Clay County Board for approval</p> <p>None</p>
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<p>Safety Report <i>Phil Bute</i></p> <ul style="list-style-type: none"> • Fire Safety Management Plan (Action) • Opportunity for Safety Related Questions or Concerns of Committee Members 	<ul style="list-style-type: none"> • The Fire Safety Management Plan was presented for approval. <p><i>Motion made by Dave Johnson to approve the Quality Plan. Seconded by John Bayler. Motion carried.</i></p> <ul style="list-style-type: none"> • Comments were made regarding the high quality of the newly sealed and coated parking lot. It is not only aesthetically pleasing, but will also protect the structure of the asphalt. 	<p>Present to the Clay County Board for approval</p> <p>None</p>
<p>IT Report <i>Phil Bute</i></p> <ul style="list-style-type: none"> • MedHost Upgrades • Opportunity for IT Related Questions or Concerns of Committee Members 	<ul style="list-style-type: none"> • Phil reported that the 2016 R-1 MedHost upgrade will allow for the new clinical order management software, which will be implemented the first week in October. • There were no questions or concerns of committee members voiced. 	<p>None</p>
<p>CNO Report <i>Carrie Miller</i></p> <ul style="list-style-type: none"> • Patient Experience Survey Scores • Ambulance GPS • Opportunity for Clinical Department Related Questions or Concerns of Committee Members 	<ul style="list-style-type: none"> • Carrie presented the Patient Experience survey scores for August 2016. • GPS units will be purchased for all three Ambulances; quotes have been obtained. • There were no questions or concerns of committee members voiced. 	<p>None</p>
<p>Clinic Report <i>Mike McClane</i></p>	<ul style="list-style-type: none"> • Mike presented the total statistics for all clinics combined; Mike stated he will provide more detailed information for each 	<p>None</p>

<ul style="list-style-type: none"> • Clinic Statistics • Opportunity for Clinic Related Questions or Concerns of Committee Members 	<p>clinic quarterly.</p> <ul style="list-style-type: none"> • The new sign has been placed at the Flora Clinic; this was a requirement to receive rural health certification. • There were no questions or concerns of committee members voiced. 	
<p>Finance Report <i>Mike Hobbs</i></p> <ul style="list-style-type: none"> • Paid & Unpaid Claims • Revenue Cycle Project • Financial Review & Statistics • Audit Update • Opportunity for Finance Questions or Concerns of Committee Members 	<ul style="list-style-type: none"> • Mike Hobbs explained that there will be no paid and unpaid claims to submit for approval this month. Due to the timing of Hospital Committee and Claims Committee meetings, the July 2016 claims were inadvertently approved at the Claims Committee and then the Clay County Board level prior to being presented for approval at the Hospital Committee. • The Revenue Cycle Project has commenced, and is now entering the third week. Anders staff has been on-site identifying opportunities for improvement related to the revenue cycle. • Mike Hobbs reviewed financial performance for the month of July 2016. He also presented the information in graphs. • Mike updated the Committee on the audit that was conducted by KEB. Mark Dallas of KEB will attend a future Hospital Committee meeting to discuss the findings of the audit. 	None
<p>President's Report <i>Michael Zilm</i></p> <ul style="list-style-type: none"> • Financial Improvement Action Plan 	<ul style="list-style-type: none"> • Michael Zilm reported on the status of the Financial Improvement Action Plan, outlining several opportunities for improvement. • The process has begun for interviewing the four candidates identified for President. 	None

<ul style="list-style-type: none"> • President Recruitment • Urgent Care 	<ul style="list-style-type: none"> • Options for providing Urgent Care are being explored. 	
<p>New Business <i>All Present</i></p>	<ul style="list-style-type: none"> • A Question arose regarding Sav-Mor pharmacy and the building of the facility on campus. Michael reported that the site work will not begin until Sav-Mor has contracted to have their facility built. 	None
<p>Adjournment</p>	<p><i>Motion made by John Bayler to adjourn meeting. Seconded by Dave Johnson. Motion carried. Meeting adjourned at 7:48 p.m.</i></p>	None