

CLAY COUNTY HOSPITAL COMMITTEE MINUTES

January 5, 2010

PRESENT: Jerry Britton
Ron King
Tom Butcher
Sue Pettit
Joe Rudolphi
Brant Fulfer

Robert Sellers, President
Cathy McAllister, Executive Assistant
Carman Wuebbels, Chief Nurse Executive
Melissa Lucas, Chief Financial Officer

APPROVAL OF MINUTES

Motion made by Tom Butcher, seconded by Joe Rudolphi to approve the minutes of the December 1, 7 & 21, 2009 meetings as presented.

FINANCE

Melissa Lucas, CFO presented financial data for November 2009.

Budget Presentation – Fiscal Year 2011

The preliminary budget for fiscal year 2011 was presented for review during the meeting. The budget will continue to be reviewed during the month of January, with few or no changes anticipated. If there are changes, they will be presented at the February meeting and approval will be requested at that time.

Hospital Paid and Unpaid Claims

Motion made by Tom Butcher, seconded by Brant Fulfer to approve the hospital's paid and unpaid claims as presented.

Board Resolution for New Account

Action Item:

Due to a change in the hospital's health care plan, a board resolution to open a new checking account at Flora Bank and Trust for the employee health insurance was requested.

Joe Rudolphi made a motion to approve a board resolution to open a new checking account at Flora Bank and Trust for the employee health insurance. Tom Butcher seconded the motion. Motion carried.

Corporate Banking Authorization Resolution

Action Item:

Due to changes in hospital administration and the county board, a revision to the Corporate Authorization Resolution was requested. The corporate resolution specifies designated agents and their respective powers for deposits and signature authority for checking/savings account, and the Corporate Visa Bank Card. It was recommended that Darla Colwell, Director of HR & Marketing be added as an authorized agent. It was further recommended that Jerry Britton, Hospital Committee Chair be added as an authorized agent. The names, C.L. Halsey and Gary Whitehead will be deleted from the corporate resolution. The Corporate Authorization is a standard document and may be viewed in its entirety in the County Clerk's office.

Ron King made a motion to revise the Corporate Banking Authorization Resolution as requested. Joe Rudolphi seconded the motion. Motion carried.

PRESIDENT'S REPORT presented by Robert Sellers

Bob Sellers provided discussion on the following topics:

Strategic Plan

- A draft of the strategic plan was presented for review. The strategic plan will be finalized during the month of January, and will be presented for approval at the February meeting.

Employee Engagement Action Plans

- Bob Sellers presented action plans developed in response to the recent employee engagement survey.

Updates on Physician Recruitment and the Health Insurance Enrollment were provided.

Capital Equipment Purchase – Ultrasound Machine

Action Item:

The diagnostic imaging department has submitted a request to purchase the iU22 Vision ultrasound equipment from Phillips for a total cost of \$136,269.00. This purchase is listed in the capital budget with an approval amount of \$160,000.00. Information related to this purchase has been included in your board packet.

Sue Pettit made a motion to approve the purchase of the Ultrasound equipment from Phillips for a total cost of \$136,269.00. Tom Butcher seconded the motion. Motion carried.

Capital Equipment Purchase – Laparoscopic Flex Tip Camera

Action Item:

The surgery department submitted a request to purchase a Laparoscopic Flex Tip Camera from Olympus for a total cost of \$23,710.19. Information related to this purchase has been included in your board packet.

Joe Rudolphi made a motion to approve the purchase of the Laparoscopic Flex Tip Camera from Olympus for a total cost of \$23,710.19. Tom Butcher seconded the motion. Motion carried.

CCH Organization Chart

Action Item:

Bob Sellers presented an updated Organization Chart for Clay County Hospital. He requested approval of the organization chart as required by The Joint Commission. A copy of the organization chart has been included in your packet.

Sue Pettit made a motion to approve the hospital's organization chart as presented. Brant Fulfer seconded the motion. Motion carried.

BJC Value Added Services

- Carman Wuebbels attended the CNE Council meeting on December 2, 2009.
- Carman Wuebbels participated in a conference call regarding ED Operation on December 10, 2009.
- Bob Sellers attended the President's Council meeting in St. Louis on December 17, 2009.

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The following contracts/agreements were recently signed:

Name of Firm	Type of Service Provided	Amount
Northern Shared Medical Services	MRI Mobile Agreement	\$335 fee per scan/3 years
The SSI Group	Updated Software for Insurance Billing	\$2000 initial licensing fee \$1500 implementation fee plus \$1500/day for SSI installer plus travel. \$5710 Annual Support \$0.22 per eligibility transaction.

CNE Report

Carman Wuebbels presented information on the following topics:

- *Quality*
- *Safety Committee Minutes*
- *Best in Class Scorecard*
- *November 2009 Patient Satisfaction Results*

Credentials Committee

Action Item:

After review and approval of the applications by the Credentials Committee, the Medical Staff Executive Committee recommends appointment for the following health professionals:

Appointment

Roberto Garcia, MD	Provisional Courtesy Emergency
Jeffrey Jenson, MD	Provisional Family Practice
David Kowalski, MD	Provisional Internal Medicine
Ryan Jennings, MD	Provisional Internal Medicine
George Schroeder, MD	Provisional Courtesy Emergency

Reappointment

Marc Paul, MD	Courtesy Teleradiology
Mary Betterman, MD	Courtesy Teleradiology
David Coll, MD	Courtesy Teleradiology
Julie Shaffrey, MD	Courtesy Teleradiology
Ann Trann, MD	Courtesy Teleradiology
Mark Davis, MD	Courtesy Teleradiology

Ron King made a motion to approve the appointments of healthcare professionals as recommended. Tom Butcher seconded the motion. Motion carried.

EXECUTIVE SESSION

Action Item:

An executive session was requested to discuss a personnel issue.

Joe Rudolphi made a motion to enter into executive session for

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discussion of personnel. Tom Butcher seconded the motion. Motion carried. Executive session convened at 7:30 p.m.

Sue Pettit made a motion to return to open session. Tom Butcher seconded the motion. Open session reconvened at 7:40 p.m.

ADJOURNMENT

Joe Rudolphi made a motion to adjourn the meeting. Tom Butcher seconded the motion. Motion carried.

Jerry Britton, Hospital Committee Chair