

<b>Hospital Committee Meeting Minutes-June 2017</b>		Meeting Date		June 6, 2017					
		Meeting Time		6:00 p.m.					
		Meeting Location		Conference Room "B"					
<b>Members: P-present, A-absent</b>									
P	Ted Whitehead – Ex Officio	P	John Bayler	P	Joe Goodman	P	David Johnson	P	Mary McCollough

P	Chris Hunt-President	A	Carrie Miller	A	Phil Bute	A	Chelsea Musgrave	P	Tammy Mulvaney
P	Mike McClane	A	Kerry Swanson	A	Julie Long	P	Bob Coble, Attorney	P	Courtney Minton, Minutes
P	Matt Kinsella	P	Luke Czyzewski						

Agenda Item	Discussion	Follow Up
<b>Welcome</b> <i>Chris Hunt</i>	Chris Hunt welcomed everyone to the meeting. Chris introduced Luke Czyzewski, Finance Manager. Chris also indicated that he would be reporting for Chelsea Musgrave and Phil Bute.	<i>None</i>
<b>Call to Order</b> <i>Ted Whitehead</i>	Ted Whitehead called the meeting to order at 6:00 p.m. Roll call was completed by Courtney Minton. <b><i>Ted Whitehead- Present. Dave Johnson- Present. Mary McCollough- Present. John Bayler- Present. Joe Goodman-Present.</i></b>	<i>None</i>
<b>Public Comment</b>	There were no public comments.	<i>None</i>
<b>Approval of Agenda (Action)</b>	The agenda for the meeting was presented for approval.  <b><i>Motion made by John Bayler to approve the agenda. Seconded by Dave Johnson. Motion carried.</i></b>	<i>None</i>
<b>Approval of Minutes (Action)</b>	The minutes for the May 2, 2017 meeting were presented for approval. Needed corrections noted: page two-CNO Report section-roll call: Mary McCollough-"yes" instead of "present" and John Bayler-"yes" instead of "present".  <b><i>Motion made by Mary McCollough to approve the minutes. Seconded by Joe Goodman. Motion carried.</i></b>	<i>None</i>

<p><b>Quality &amp; Compliance Report</b>  <i>Tammy Mulvaney</i></p> <ul style="list-style-type: none"> <li>• Medical Staff Credentials Committee <b>(Action)</b></li> <li>• Opportunity for Quality/Compliance Related Questions or Concerns of Committee Members</li> </ul>	<ul style="list-style-type: none"> <li>• The following medical staff credentials were presented for approval:  <u>Initial Appointment:</u>            -Stacia Fallert, APN: Courtesy Orthopedics            -Robert Talbert, MD: Courtesy Radiology            -April Cox, DO: Courtesy Radiology            -Naga Sirikonda, MD: Courtesy Pulmonology</li> </ul> <p><b><i>Motion made by Dave Johnson to present the credentials to the full Clay County Board for approval. Seconded by Mary McCollough. Motion carried.</i></b></p> <ul style="list-style-type: none"> <li>• Tammy reported that the Clay County Board is required to receive Compliance education, per the Clay County Hospital Compliance policy. Tammy will present the education at the July Hospital Committee meeting.</li> </ul>	<p><b><i>Present to the full Clay County Board for approval.</i></b></p> <p><i>None</i></p>
<p><b>CNO Report</b>  <i>Tammy Mulvaney for Carrie Miller</i></p>	<ul style="list-style-type: none"> <li>• Tammy Mulvaney reported on behalf of Carrie Miller. Tammy informed the Committee about the “Making a Difference” challenge that was presented to department managers. Departments were challenged to create or change a process to improve patient experience. Nine departments presented ideas, all which are conducive to improving the patient experience and will be implemented. The departments will receive a pizza party.</li> <li>• It was noted that feedback within the community indicates that patients are pleased with the new pre-registration option, as they can present to the hospital for their service with their face sheet (indicating that they have pre-registered for their service) and go directly to the department to receive the service(s).</li> </ul>	<p><i>None</i></p> <p><i>None</i></p>
<p><b>Human Resources &amp; Marketing Report</b></p> <ul style="list-style-type: none"> <li>• Quarterly Turnover Report</li> <li>• Opportunity for Human</li> </ul>	<ul style="list-style-type: none"> <li>• Chris Hunt reported the Quarterly Turnover Report on behalf of Chelsea Musgrave.</li> <li>• There were no Human Resources or Marketing related questions or concerns voiced.</li> </ul>	<p><i>None</i></p>

Resources Related Questions or Concerns of Committee Members		
<b>IT &amp; Plant Operations Report</b> <ul style="list-style-type: none"> <li>• Approval to Add Employee Access to Safety Deposit Box. <b>(Action)</b></li> <li>• Opportunity for IT/Plant Operations Related Questions or Concerns of Committee Members</li> </ul>	<ul style="list-style-type: none"> <li>• Chris Hunt reported on behalf of Phil Bute. Due to an employee being out on military deployment, a temporary IT staff member has been hired. This employee, Ethan Workman, will need access to the safety deposit box at Flora Banking Co., as backup storage devices are kept there.</li> </ul> <p><i>Motion made by Joe Goodman to present the approval to grant access to the safety deposit box for Ethan Workman to the full Clay County Board for approval. Seconded by John Bayler. Motion carried.</i></p> <ul style="list-style-type: none"> <li>• Discussion took place regarding a vehicle for the Maintenance department. The Committee will explore options to provide a vehicle that will be conducive to the Maintenance department's needs.</li> </ul>	<p><i>Present to the full Clay County Board for approval.</i></p> <p><i>None</i></p>
<b>Clinic Report</b> <i>Mike McClane</i> <ul style="list-style-type: none"> <li>• Clinic Statistics</li> <li>• Opportunity for Clinic Related Questions or Concerns of Committee Members</li> </ul>	<ul style="list-style-type: none"> <li>• Mike McClane presented statistics showing the total number of clinic visits and payer mix for the month of April 2017. Mike reported a decrease in the expected number of patient visits, which was due to providers being off on PTO during the month of April. Mike was asked about the process of approving PTO requests from providers; Mike stated that no more than two (2) providers are allowed to be on PTO on the same day.</li> <li>• Mike reported to the Committee that the new NextGen module(EPM) implementation has gone well, and has opened up options such as the capability to run reports and conduct billing audits in real-time.</li> <li>• A Committee member voiced a question regarding the discontinuation of the Saturday clinic in Louisville. Mike reported that the Saturday clinic shows to have high volumes</li> </ul>	<p><i>None</i></p>

	<p>seasonally, otherwise volumes are as low as four patients a day, which was not covering costs. Mike stated that extended clinic hours are being examined.</p>	
<p><b>Finance</b>  <i>Luke Czyzewski</i></p> <ul style="list-style-type: none"> <li>Financial Review &amp; Statistics</li> <li>Approval of Paid &amp; Unpaid <b>(Action)</b></li> <li>Opportunity for Finance Related Questions or Concerns of Committee Members</li> </ul>	<ul style="list-style-type: none"> <li>Luke Czyzewski presented the financial data for April 2017.</li> <li>The April 2017 Paid and Unpaid Claims were presented for approval.</li> </ul> <p><i>Motion made by John Bayler to present the Paid and Unpaid claims to the full Clay County Board. Seconded by Mary McCollough. Motion carried. Roll call completed by Courtney Minton: Ted Whitehead- yes. Dave Johnson- yes. Mary McCollough- yes. John Bayler- yes. Joe Goodman-yes.</i></p> <ul style="list-style-type: none"> <li>Luke was thanked for his efforts with taking on additional duties during the interim period until a CFO is appointed.</li> <li>Matt Kinsella informed the Committee that SSM has terminated Mike Hobbs as CFO of Clay County Hospital, and that they are working on updating the job description for the position. The position should be posted soon.</li> </ul>	<p><i>None Present to the full Clay County Board for approval.</i></p>
<p><b>New Business</b>  <i>All Present</i></p>	<ul style="list-style-type: none"> <li>The Hospital Committee meeting is scheduled for the first Tuesday of every month, which occurs on the 4<sup>th</sup> in July. Due to this being a holiday, the meeting was moved to Wednesday, July 5<sup>th</sup>.</li> </ul>	<p><i>None</i></p>
<p><b>Adjournment</b></p>	<p><i>Motion made by Mary McCollough to adjourn meeting. Seconded by Joe Goodman. Motion carried. Meeting adjourned at 6:47 p.m.</i></p>	<p><i>None</i></p>