

Hospital Committee Meeting Minutes November 7, 2017	Meeting Date	November 7, 2017
	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	Mary McCollough	P	David Johnson	E	Joe Goodman
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P	Chris Hunt	E	Chelsea Musgrave	P	David Parks	P	Bob Coble (Attorney)	E	Ariane Souder
A	Julie Long	A	Kerry Swanson	E	Phil Bute	E	Tammy Mulvaney	E	Carrie Miller
P	Luke Czyzewski (ad hoc)	P	Jessica Thompson						

Agenda Item	Discussion	Follow Up
Welcome <i>Chris Hunt</i>	Chris Hunt welcomed everyone to the meeting.	None
Call to Order <i>Ted Whitehead</i>	Ted Whitehead called the meeting to order at 6:00pm. <i>Roll call was completed by Jessica Thompson. Ted Whitehead-Present, Dave Johnson-Present, Mary McCollough-Present, John Bayler-Present, 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 Mary McCollough. Motion carried.</i>	None
Approval of Minutes (Action)	The minutes from October 3, 2017 Clay County Hospital Committee meeting were presented for approval. <i>Motion made by Dave Johnson, seconded by Mary McCollough. Motion carried.</i>	None
HR & Marketing <i>Chris Hunt</i> • Town Halls	Chris Hunt presented the following HR/Marketing items • Town Halls-Chris stated that we are currently conducting Town Halls. Open Enrollment deadline is November 30 th . Chris states	None, informational.

<ul style="list-style-type: none"> Employee raises Health Expo Summary Turnover 	<p>there are two positive changes to this enrollment (No change in premiums) 1: Vision coverage went from \$150 to \$300 2: Preventative Dental (twice a year cleanings) went from 80% to 100% coverage.</p> <ul style="list-style-type: none"> Chris states that on November 26, 2017, we will be giving a fifty cent raise across the board to employees. This will benefit 72% of our staff by 2% or more in pay. Chris discussed turnover. 1st year turnover: 10%, Overall: 10.2% however a large number of the turnover in the overall is PRN staff. Chris discussed our recent Health Expo. Chris advised 212 blood work vouchers were sold and 647 vouchers sold for everything offered at the health fair all together. Mary McCollough asked about flu shots being offered during the health fair, Chris advised we are immunizing our employees currently but we did not offer flu shots at the health fair. Chris also advised that HIPAA is being discussed during the Town Halls for education to staff. Lee Melton, CCH HIPAA Officer, is conducting the education. 	
<p>Quality & Compliance</p> <ul style="list-style-type: none"> Medical Staff Credentials (Action) 	<p>The following Medical Staff Credentials was presented for approval:</p> <p>Reappointment:</p> <ul style="list-style-type: none"> -Stephen Sehy, DPM Courtesy Podiatry -Lois Dishman-Cooper Specified Professional Affiliate -Daniel Doolittle, MD Current Medical Staff -Christie Foster, MD Courtesy Emergency -Mustafa Hindi, MD Courtesy Emergency/Hospitalist -Judy Brummer, MD Courtesy Emergency -Othniel Doolittle, MD Courtesy Emergency <p><i>Motion made by John Bayler, seconded by Dave Johnson. Motion carried.</i></p>	<p>Medical Staff Credentials for October 2017 approved. Submit to Clay County Board for approval.</p>
<p>Capital Purchase</p>	<p>Chris Hunt discussed the purchase of a Hematology Analyzer to replace</p>	<p>Submit the purchase of</p>

<ul style="list-style-type: none"> • <i>Carrie Miller</i> Hematology Analyzer (Action) 	<p>the current analyzer in our heavily occupied laboratory. The new Hematology Analyzer will allow for less downtime in the laboratory. Currently they are experiencing one hour of downtime to calibrate. With the new analyzer, there will be ten minutes of downtime. Chris states that the analyzer was looked at for purchase vs. lease. Over five years, it will be cheaper to purchase the machine as opposed to leasing the machine. Also by purchasing, there is flexibility in purchasing reagents (tag with the blood to run the analyzer), Chris explained if you lease the machine we are locked in to purchasing a certain amount of reagents which is unnecessary. David Parks states we will look into the old machine and see if we can receive a trade-in value.</p> <p><i>The purchase of a replacement Hematology Analyzer was motioned by Dave Johnson, seconded by Mary McCollough. Roll call was completed by Jessica Thompson: Ted Whitehead-yes, Dave Johnson-yes, John Bayler-yes, Mary McCollough-yes. Motion carried.</i></p>	<p>the Hematology Analyzer for approval of the Clay County Board.</p>
<p>Finance</p> <ul style="list-style-type: none"> • Financial Review & Statistics • Approval of Paid & Unpaid (Action) 	<ul style="list-style-type: none"> • Luke Czyzewski presented the financial data for the month of September 2017. He also presented the information in graphs. • The September 2017 Paid and Unpaid Claims were presented for approval. <p><i>Motion was made by Mary McCollough, seconded by John Bayler. Roll call was completed by Jessica Thompson: Ted Whitehead-yes, Dave Johnson-yes, John Bayler-yes, Mary McCollough-yes. Motion carried.</i></p>	<p>None</p> <p>Present to the Clay County Board for approval.</p>
<p>New Business <i>All Present</i></p> <ul style="list-style-type: none"> • Approval to authorize Jennifer Venable to sign checks and remove authorization for David Parks (Action) 	<p>Chris Hunt discussed the approval to authorize Jennifer Venable to sign checks and to remove David Parks for check signatures.</p> <p><i>Mary McCollough made a motion for approval, John Bayler seconded. Motion carried.</i></p>	<p>Jennifer Venable authorization approved for check signatures and David Parks authorization removed. Submit to the Clay County Board for approval.</p>

Adjournment	<i>Motion for adjournment made by Mary McCollough, seconded by John Bayler. Motion carried. Meeting adjourned at 6:44pm.</i>	None