

**BOARD OF TRUSTEES
AUGUST MEETING MINUTES
WEDNESDAY, AUGUST 30, 2017 4:00 P.M.**

MEMBERS PRESENT: Kevin Bailey, Dixie See, Ron Mischke, Dr. Timothy Scott, Gene Davis, Shirley Coulter and David Smith

MEMBERS ABSENT:

Others Present: Mike McCafferty and Dr. Ian Hunter

CALL MEETING TO ORDER

Kevin Bailey, Chairman, called the meeting to order at 4:00 p.m.

PUBLIC COMMENTS, INTRODUCTIONS

Mike McCafferty introduced new physicians, Dr. Erik Smith, emergency room physician and Dr. Megan Ratterman, the new medical oncologist. A warm welcome was extended to both.

APPROVAL OF AGENDA and MINUTES

The agenda for the August Board of Trustees meeting was available for review. Dr. Scott moved to approve the agenda as presented. Shirley Coulter seconded the motion. Motion carried.

The minutes from the July board meeting held on August 3, 2017 were reviewed. Dixie See moved to approve the minutes. Gene Davis seconded the motion. Motion carried.

OLD BUSINESS

None.

QUALITY COMMITTEE REPORT

The committee reviewed multiple data sets including, inpatients falls, core measure data, ER times, and medication scanning processes to prevent errors. Antimicrobial stewardship was reviewed; education was done with providers about 9 months ago, and there are positive results due to this initiative. The committee is also reviewing pressure ulcers; the focus is on prevention, communication and documentation. There has been an amendment to the Quality Council Charter revising general terminology and the governing plan.

MEDICAL STAFF REPORT

Dr. Hunter had no report at this time other than credentialing matters to discuss in Executive Session.

Dr. Hunter brought forth the following candidates for consideration:

Ron Mischke accepted the recommendation and made the motion to approve the privileges of KC McKenzie, PA-C. Shirley Coulter seconded the motion. Motion carried.

Ron Mischke accepted the recommendation and made the motion to approve the consulting telemedicine infectious disease privileges of Staci Lee, MD. Dr. Timothy Scott seconded the motion. Motion carried.

ADMINISTRATION REPORT

Mike McCafferty introduced Collee Everett, our new Compliance Officer, to the board. The board extended a warm welcome to Collee.

Resolutions – The Resolution Regarding Standing Committees was presented and recommended for approval. Shirley Coulter moved to approve the resolution. Gene Davis seconded the motion. Motion carried.

The Resolution Increasing Number of Trustees from five (5) to seven (7) members was presented and recommended for approval. Ron Mischke moved to approve the resolution. Dr. Scott seconded the motion. Motion carried.

Strategic Planning – the hospital is currently 20 months into our strategic plan. We will be organizing meetings with leadership in September, to determine where we are going with the strategic and operating plan. The new operational plan cycle will begin in January 2018. There will be meetings with the board and medical staff in October. This will fall in line with the site and facility planning as well as pursuing a lean management system.

Site and Facilities Master Plan – Members of the building committee have been involved with CTA in the master planning process. A draft of the site master plan and facilities evaluation should be received in the next month. CTA has partnered with a business development firm to ensure the business side and structural growth is in line with one another. The dynamics of the hospital and its services are changing, and there are opportunities to explore. This will be part of the discussion during the strategic planning process.

FINANCE COMMITTEE REPORT

We saw low volumes for the month following the end of the fiscal year. Overall we had a significant loss, with July operations consuming cash instead of generating it. The following payments were made contributing to this loss; annual contract payments, Cerner quarterly payment, and general accounts payable, as well as the capital activity draw for the medical arts complex expansion project. August volumes have mirrored July and the payer mix declined in August. This will continue to be monitored, and the Finance Committee requested the CFO to project forward for the next couple of months.

FOUNDATION REPORT

The Gould Street meeting room continues to be utilized with 275 meetings hosted to date. The Link Partners in Pink will be in October. The committee will be incorporating more education into the event and will encourage first time users to get their mammograms.

BUILDING COMMITTEE REPORT

A “thank you” was extended to Dr. Scott for his service to the building committee and a “welcome” extended to David Smith who is new to the committee. There is a lot of activity on the MAC expansion project, with steel being moved, concrete being poured and plumbing and electrical work ongoing. The Wound Care area is complete, and the hospital is waiting on the Certificate of Occupancy from the City; when received, a final inspection will be scheduled with the State.

The breezeway patio area between the hospital and the current MAC is almost complete. The area will include picnic tables and benches for public and employee use.

OTHER BUSINESS

Scope of Services – This is a Joint Commission requirement that services provided by the hospital be reviewed and approved by the Board of Trustees. Gene Davis moved to approve the Scope of Services. Dixie See seconded the motion. Motion carried.

EXECUTIVE SESSION

Kevin Bailey moved to adjourn into Executive Session at 4:36 p.m. after a short recess to discuss personnel and legal. Gene Davis seconded the motion. Motion carried.

The Board reconvened into open session at 4:58 p.m. after discussions on real estate and personnel. Please see the above Medical Staff Report for action taken on personnel.

ADJOURNMENT

With no further matters to come before the board, the meeting adjourned at 4:59 p.m.

Patty Forister, Recorder



Shirley Coulter, Secretary

