



BOARD OF DIRECTORS MEETING MINUTES  
TUESDAY, NOVEMBER 22, 2011  
6:00 P.M.

MEMBERS PRESENT:

Randy Kirsch  
Mike Lewis  
Bill Reed  
Paula Hatfield  
Clint Ragan  
Wayne Morris  
Greg Muehlenbein

MEMBERS ABSENT:

Rick Basinger  
Frank Zachman, Jr.

OTHERS PRESENT:

Randall Dauby, CEO  
Brad Futrell, COO  
Kent Mitchell, CFO  
David Schnake, CPA, Kerber, Eck & Braeckel, LLP  
Glenda Stottlemire, HIPAA/Quality Coordinator

Randy Kirsch, President, called the meeting to order. Roll call was taken and with a quorum present the meeting proceeded.

Topic of Discussion	Description	Action Taken
<u>Minutes of the 10/25/11 Board of Directors Meeting and Executive Session</u>	The minutes were reviewed.	Bill Reed made a motion to approve the 10/25/11 Board of Directors Meeting Minutes and Executive Session. Wayne Morris seconded the motion. Motion carried.
<u>Statistics, Financial Statements and Cash Disbursements for the Month of October</u>	<u>Statistics</u> Census Days – 246 Admissions – 73 % Occupancy – 39%	Mike Lewis made a motion to approve the Statistics, Financial Statements and Cash Disbursements for the Month

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Topic of Discussion	Description	Action Taken
<p><u>Statistics, Financial Statements and Cash Disbursements for the Month of October (continued)</u></p>	<p><b><u>Statistics (continued)</u></b>                      Observation Hours – 1,313                      Emergency Room Visits – 495                      Surgical Procedures – 35                      Laboratory Procedures – 5,486                      Xray Procedures – 1,047                      MRI Scans – 29                      CT Scans – 234                      Ultrasounds – 96                      Mammograms – 111                      Therapy Units – 2,381                      Respiratory Therapy Units – 1,392                      EKGs – 195                      Social Services Units – 329                      Pharmacy Doses Dispensed – 12,190                      Employee Prescriptions – 69                      Senior Enrichment Units – 150  <b><u>Clinic Visits:</u></b>                      Dr. Alvarez – 144                      Dr. Toelle – 166                      Tara Vogel, CNP – 102   <b><u>Financial Statements</u></b>                      Available Cash on Hand in Bank - \$3,340,255.68                      Bond Proceeds/Restricted Funds - \$493,203.21                      Net Accounts Receivable – \$2,856,743.97                      Total Revenue – \$1,145,496.35                      Total Expenses – \$1,135,249.42                      Total Cash Disbursements – \$913,101.47                      Days Cash on Hand – 100</p>	<p>of October. Bill Reed seconded the motion. Roll call vote: Mike Lewis – Yes, Bill Reed – Yes, Paula Hatfield – Yes, Wayne Morris – Yes, Greg Muehlenbein – Yes, Clint Ragan – Yes. Motion carried.</p>

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Topic of Discussion	Description	Action Taken
<p><u>Statistics, Financial Statements and Cash Disbursements for the Month of October (continued)</u></p>	<p><b>Revenue in Excess of Expenses for the Month of October - \$10,246.93</b></p> <p><b>Year-to-Date Revenue in Excess of Expenses - \$16,185.58</b></p>	
<p><u>Employee Performance Evaluations</u></p>	<p>Fifteen evaluations were performed between 10/17/11 – 11/14/11. The average score received was 247.53 out of 300 possible points.</p>	
<p><u>Patient Surveys</u></p>	<p>The patient surveys were reviewed.</p>	
<p><u>3<sup>rd</sup> Quarter Quality/HIPAA/ Compliance Report</u></p>	<p>Glenda Stottlemyre, Compliance/HIPAA/Quality Director, presented the 3<sup>rd</sup> Quarter Quality Dashboard Report and 3<sup>rd</sup> Quarter Compliance Report.</p>	
<p><u>2010-2011 Auditors Report</u></p>	<p>David Schnake, CPA, from Kerber, Eck &amp; Braeckel, LLP, presented the 2010-2011 Auditors Report.</p>	<p>Paula Hatfield made a motion to approve the 2010-2011 Auditors Report. Greg Muehlenbein seconded the motion. Roll call vote: Paula Hatfield – Yes, Greg Muehlenbein – Yes, Clint Ragan – Yes, Bill Reed – Yes, Mike Lewis – Yes, Wayne Morris – Yes. Motion carried.</p>
<p><u>November 2011 Medical Staff Appointments and Reappointments</u></p>	<p>The November 2011 Medical Staff Appointments and Reappointments were approved by the Medical Staff at the 11/15/11 Medical Staff</p>	<p>Clint Ragan made a motion to approve the November 2011 Medical Staff Appointments and Reappointments. Paula Hatfield seconded the motion.</p>

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Topic of Discussion	Description	Action Taken
<u>November 2011 Medical Staff Appointments and Reappointments</u>	Meeting. SEE ATTACHED LIST	Motion carried.
<u>Capital Grant</u>	The Capital Grant is on hold by the State pending budget issues.	
<u>Building/Grounds and Equipment</u>	<u>Phillips Stress Treadmill</u> The stress treadmill machine from Quest Medical Supply is a demo unit for \$17,373.10.	Greg Muehlenbein made a motion to approve purchasing the Phillips Stress Treadmill unit from Quest Medical Supply for \$17,373.10. Clint Ragan seconded the motion. Roll call vote: Greg Muehlenbein – Yes, Clint Ragan – Yes, Bill Reed – Yes, Paula Hatfield – Yes, Wayne Morris – Yes, Mike Lewis – Yes. Motion carried.
<u>Physician Recruitment</u>	<u>Lightning Strike</u> The hospital experienced a lightning strike/power surge. Approximately \$5,000 - \$6,000 of equipment needs to be replaced.  --The search for a family medicine physician continues.  --The surgeons from Good Samaritan should start having a clinic in January 2012.	
<u>Legislative Update</u>	--The Federal Legislative “Super Committee” failed to reach agreement on federal budget cuts. An automatic 2% budget cut will take place	

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<u>Legislative Update</u> <u>(continued)</u>	January 2013 due to the "Super Committees" failure. --No positive news from the State of Illinois. --Medicaid is working to change its pay method for Medicaid patients.	
<u>Bank Financing</u>	--Lancaster Pollard is working with 3 - 4 potential financing proposals. --Hope to have more information for the December meeting.	
<u>Carmi Clinic</u>	The hospital is working with CHESI group to possibly open a clinic in Carmi.	
<u>December Board Meeting Date</u>	The December board meeting date is the 27 <sup>th</sup> . The proposal is to change the meeting to December 21 <sup>st</sup> .	Bill Reed made a motion to approve changing the December board meeting date to December 21 <sup>st</sup> . Mike Lewis seconded the motion. Motion carried.
<u>OTHER BUSINESS</u>	<u>Foundation Dinner</u> The dinner was held 11/19/11. Approximately \$75,000 was raised to be used towards the purchase of a new ultrasound unit. <u>Childs Fair</u> The Childs Fair was held October 27 <sup>th</sup> . <u>Hospital Christmas Dinner</u> The dinner is scheduled for December 21 <sup>st</sup> at noon for all employees, physicians and board members, auxiliary, foundation chairs.	

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Topic of Discussion	Description	Action Taken
<p><u>OTHER BUSINESS</u> <u>(continued)</u></p> <p><u>Executive Session</u></p> <p><u>Employee Christmas Bonus</u></p> <p><u>Adjournment</u></p>	<p><u>Halloween Pumpkin Decorating Contest</u> The Pumpkin Contest was a success. The hospital donated \$350 to the Ronald McDonald House charity.</p>	<p>Bill Reed made a motion to enter Executive Session at 8:00 p.m. to discuss Personnel. Paula Hatfield seconded the motion. Motion carried.</p> <p>Mike Lewis made a motion at 8:20 p.m. to leave Executive Session and return to Regular Session. Greg Muehlenbein seconded the motion. Motion carried.</p> <p>Mike Lewis made a motion to approve a \$25.00 net Christmas bonus check for employees. Greg Muehlenbein seconded the motion. Motion carried.</p> <p>Bill Reed made a motion at 8:22 p.m. to adjourn the meeting. Paula Hatfield seconded the motion. Motion carried</p>

HAMILTON MEMORIAL HOSPITAL DISTRICT

William D. Reed  
Secretary