



BOARD OF DIRECTORS MEETING MINUTES
TUESDAY, OCTOBER 25, 2016
6:00 P.M.

MEMBERS PRESENT:

Mike Lewis
Katie Folden
Wayne Morris
Jim Holmes
Kenny Ayd
Paula Hatfield
John Warner

MEMBERS ABSENT:

Larry Rowland
Greg Muehlenbein

OTHERS PRESENT:

Patty Blazier, Director of Nursing
Bryan Russell, Quality Director
Sheila Thompson, Human Resources Director
Pam Harbison, Health Information Director/HIPAA
Kenneth & Linda Gano
Tina Rost, Administrative Assistant to CEO

Mike Lewis, President, called the meeting to order at 6:00 p.m. Roll call was taken and with a quorum present the meeting proceeded.

Topic of Discussion	Description	Action Taken
<u>Public Comment Period</u>	Kenneth Gano spoke to the board concerning his care.	

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Topic of Discussion	Description	Action Taken
<p><u>Strategic Plan and Department Goals Review</u></p>	<p>Sheila Thompson, Human Resources Director, and Pam Harbison, Health Information/HIPAA/Medical Staff Director, presented their Strategic Plan and Department Goals.</p> <p>The District's Goals 2015-2016 were reviewed.</p>	
<p><u>Building/Grounds and Equipment</u></p>	<p><u>Mark Gwaltney Construction</u> Carmi Clinic remodeling \$9,790.00.</p> <p><u>System Solutions</u> Microsoft licenses purchase - \$26,280.00.</p>	<p>Jim Holmes made a motion to approve the Carmi Clinic remodeling quote from Mark Gwaltney Construction - \$9,790.00. Katie Folden seconded the motion. Roll call vote: Jim Holmes – Yes, Katie Folden – Yes, Wayne Morris – Yes, Kenny Aydt – Yes, Paula Hatfield – Yes, John Warner – Yes. Motion carried.</p> <p>Jim Holmes made a motion to approve purchasing additional Microsoft licenses from System Solutions for \$26,280.00. Kenny Aydt seconded the motion. Roll call vote: Jim Holmes – Yes, Kenny Aydt – Yes, Paula Hatfield – Yes, John Warner – Yes, Katie Folden – Yes, Wayne Morris – Yes. Motion carried.</p>

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Topic of Discussion	Description	Action Taken
<p><u>Building/Grounds and Equipment (continued)</u></p>	<p><u>Bevis Construction</u> Front lobby remodeling project to increase patient waiting room area.</p> <p><u>Tech Electronics</u> New server for a new call light system for nursing - \$14,982.00.</p> <p><u>Richard Wolf Instruments</u> The quote to purchase a refurbished ureteroscope for \$5,300.00 to be used for Urology surgeries.</p>	<p>This item was tabled until the November meeting.</p> <p>Wayne Morris made a motion to approve purchasing a new server for a new call light system for nursing from Tech Electronics for \$14,982.00. Jim Holmes seconded the motion. Roll call vote: Wayne Morris – Yes, Jim Holmes – Yes, Kenny Aydt – Yes, Paula Hatfield – Yes, John Warner – Yes, Katie Folden – Yes. Motion carried.</p> <p>Jim Holmes made a motion to purchase a refurbished ureteroscope from Richard Wolf Instruments for Surgery for \$5,300.00. Kenny Aydt seconded the motion. Roll call vote: Jim Holmes – Yes, Kenny Aydt – Yes, Paula Hatfield – Yes, John Warner – Yes, Katie Folden – Yes, Wayne Morris – Yes. Motion carried.</p>
<p><u>Minutes of the 09/27/2016 Board of Directors Meeting</u></p>	<p>The minutes were reviewed.</p>	<p>Paula Hatfield made a motion to approve the 09/27/16 Board of Director Meeting Minutes. Katie Folden seconded the motion. Motion carried.</p>

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Topic of Discussion	Description	Action Taken
<p><u>Annual Tax Levy Ordinance No. 182</u></p>	<p>The tax levy was reviewed.</p>	<p>Katie Folden made a motion to approve the Annual Tax Levy Ordinance No. 182 with a 5% increase as required per hospital loan. Jim Holmes seconded the motion. Roll call vote: Katie Folden – Yes, Jim Holmes – Yes, Kenny Aydt – Yes, Paula Hatfield – Yes, John Warner – Yes, Wayne Morris – Yes. Motion carried.</p>
<p><u>Emergency Department Quality and Patient Satisfaction Survey Results</u></p>	<p>Bryan Russell, Quality Director, reviewed the September Emergency Department Quality Reports and Patient Satisfaction Survey results.</p>	
<p><u>Statistics/Financials and Cash Disbursements for the Month of September</u></p>	<p><i>Statistics:</i> Census Days – 248 Hospital Admissions – 60 % of Occupancy – 37% Observation Hours – 765 Emergency Room Visits – 502 Surgical Procedures – 44 Laboratory Procedures – 8,227 Xray Procedures – 1,026 MRI Scans – 21 CT Scans – 195 Ultrasounds – 98 Mammograms – 38 Therapy Units – 1,784 Therapy Home Health Contract Visits – 168</p>	<p>Jim Holmes made a motion to approve the Statistics, Financial Statements and Cash Disbursements for the month of September. Wayne Morris seconded the motion. Roll call vote: Jim Holmes – Yes, Wayne Morris – Yes, Katie Folden – Yes, John Warner – Yes, Paula Hatfield – Yes, Kenny Aydt – Yes. Motion carried.</p>

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Topic of Discussion	Description	Action Taken
<p><u>Statistics/Financials and Cash Disbursements for the Month of September (continued)</u></p>	<p><i>Statistics: (continued)</i> Respiratory Therapy Units – 796 EKGs – 189 Social Services Units – 326 Pharmacy Hospital Doses Dispensed – 10,106 Senior Enrichment Program Units – 359 <i>Clinic Visits:</i> Dr. Singh – 238 Dr. Murugappan – 198 Dr. Ringhofer - 116 Kristin Betz, FNP - 100 Wes Henson, FNP – 331 Kathy Taylor, FNP- 170 Mike Davenport, FNP – 248 <i>Financials:</i> Available Cash on Hand in Bank - \$4,773,738.52 Bond Proceeds/Restricted Funds - \$135,675.33 Net Accounts Receivable – \$4,414,007.08 Total Revenue – \$1,559,390.60 Total Expenses – \$1,642,502.79 Total Cash Disbursements – \$1,436,467.54 Expenses in Excess of Revenue for the Month of September – (\$83,112.19)</p>	

Topic of Discussion	Description	Action Taken
<u>Statistics/Financials and Cash Disbursements for the Month of September (continued)</u>	Year-to-Date Expenses in Excess of Revenue – (\$16,732.68)	
<u>Hospital and Clinic Reports</u>	Greg Sims, CEO, gave the hospital and clinic reports.	
<u>Miscellaneous</u>	The Employee Satisfaction Survey results were reviewed.	
<u>Adjournment</u>		Paula Hatfield made a motion at 7:30 p.m. to adjourn the meeting. Jim Holmes seconded the motion. Motion carried.

HAMILTON MEMORIAL HOSPITAL DISTRICT



Paula J. Hatfield, Secretary
 Board of Directors