



BOARD OF DIRECTORS MEETING MINUTES

Tuesday, July 24, 2018

6:00 P.M.

MEMBERS PRESENT:

Mike Lewis  
Wayne Morris  
Greg Muehlenbein  
Kenny Aydt  
Paula Hatfield  
John Warner

MEMBERS ABSENT:

Jim Holmes  
Katie Folden  
Larry Rowland

OTHERS PRESENT:

Victoria Woodrow, CEO  
Justin Epperson, Controller  
Sheila Thompson, HR/Revenue Integrity Director  
Pam Harbison, Clinic/HIPAA/Health Information Director  
Bryan Russell, Quality Director  
Duane Fitch, Plante Moran (available by phone)  
Tina Rost, Executive Assistant

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>	No comments were made.	
<u>Building/Grounds and Equipment</u>	No items to purchase.	

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Topic of Discussion	Description	Action Taken
<u>Minutes of the 06-26-2018 Board of Directors Meeting and Executive Session</u>	The minutes were reviewed.	Greg Muehlenbein made a motion to approve the 06-26-2018 Board of Directors Meeting and Executive Session Minutes. Kenny Aydt seconded the motion. Motion carried.
<u>Quality Dashboards</u>	Bryan Russell, Quality Director, reviewed the Med/Surg and Ancillary Department Dashboards.	
<u>Policy</u>	<p>New "No Show Policy" for the Rural Health Clinics.</p> <p>The new policy has been reviewed by the Management Team and Quality Committee.</p> <p>The policy meets both ICAHN and IPT guidelines.</p>	Wayne Morris made a motion to approve the new "No Show Policy" for the Rural Health Clinics. Paula Hatfield seconded the motion. Motion carried.
<u>Compliance Report</u>	Pam Harbison, Compliance Director, presented the HIPAA/Compliance report.	
<u>Financial Statements</u>	<p><b>Statistics:</b></p> <p><b>Inpatient</b> Acute Care Admissions – 21 Transitional Care Admissions – 10</p> <p><b>Outpatient</b> Observation Admissions – 29 Emergency Room Visits – 419 Surgeries - 23</p>	Wayne Morris made a motion to approve the Statistics and Financial Statements for the Month of June. Paula Hatfield seconded the motion. Roll call vote: Wayne Morris – Yes, Paula Hatfield – Yes, John Warner – Yes, Greg

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Topic of Discussion	Description	Action Taken
<p><u>Financial Statements (continued)</u></p>	<p><b>Outpatient (continued)</b>                      Radiology – 849                      Lab Procedures – 7,227                      Rehab Services Units – 2,614</p> <p><b>Financials:</b>                      Cash on Hand in Bank – \$5,602,874.84                      Total Revenue – \$1,097,708.00                      Total Expenses – \$1,342,126.00</p> <p><b>Expenses in Excess of Revenue for the Month of June – (\$244,417.00)</b></p>	<p>Muehlenbein – Yes, Kenny Aydt – Yes.                      Motion carried.</p>
<p><u>4th Quarter Safety Summary and Annual Safety Summary for FY 2017-2018</u></p>	<p>The summaries were reviewed.</p>	<p>Paula Hatfield made a motion to approve the 4<sup>th</sup> Quarter Safety Summary and Annual Safety Summary for FY 2017-2018. Kenny Aydt seconded the motion.                      Motion carried.</p>
<p><u>Annual Appropriations Ordinance No. 188</u></p>		<p>Wayne Morris made a motion to approve the Annual Appropriations Ordinance No. 188. Greg Muehlenbein seconded the motion. Roll call vote: Wayne Morris – Yes, Greg Muehlenbein – Yes, Kenny Aydt – Yes, Paula Hatfield – Yes, John Warner – Yes.                      Motion carried.</p>

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Topic of Discussion	Description	Action Taken
<p><u>Board Meeting Month Schedule</u></p>	<p>The schedule was reviewed.</p>	
<p><u>Upcoming Items</u></p>	<ul style="list-style-type: none"> <li>• New provider Sabrina Stout, FNP, starts 07-30-18. She will be full-time in the McLeansboro Family Clinic.</li> <li>• Foundation Golf Scramble is scheduled for September 21, 2018.</li> <li>• Foundation Dinner scheduled for November 17, 2018.</li> </ul>	
<p><u>Election of Officers</u></p>	<p>Greg Muehlenbein and Larry Rowland served as the Nominating Committee.</p> <p>Greg Muehlenbein representing the committee recommends 2018-2019 Officers:</p> <p>Chairman – Mike Lewis  Vice Chairman – Paula Hatfield  Secretary – John Warner  Treasurer – Wayne Morris</p>	<p>Greg Muehlenbein made a motion to approve the following for 2018-2019 Officers:</p> <p>Chairman – Mike Lewis  Vice Chairman – Paula Hatfield  Secretary – John Warner  Treasurer – Wayne Morris</p> <p>Kenny Aydt seconded the motion.  Motion carried.</p>
<p><u>Executive Session</u></p>		<p>Paula Hatfield made a motion at 7:20 to enter Executive Session to discuss Personnel. Kenny Aydt seconded the motion.  Motion carried.</p>

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Topic of Discussion	Description	Action Taken
<p><u>Executive Session (continued)</u></p>          <p><u>Laborers Local 1197 Collective Bargaining Agreement</u></p>          <p><u>Meeting Adjournment</u></p>		<p>Paula Hatfield made a motion at 7:52 p.m. to exit Executive Session and return to Regular Session. John Warner seconded the motion. Motion carried.</p> <p>Paula Hatfield made a motion to approve the terms of the Laborers Union 1197 Collective Bargaining Agreement with the exception of Articles 3, 4, and 7. John Warner seconded the motion. Motion carried.</p> <p>Paula Hatfield made a motion at 8:00 p.m. to adjourn the meeting. Kenny Aydt seconded the motion. Motion carried.</p>

HAMILTON MEMORIAL HOSPITAL DISTRICT

John Warner, Secretary  
Board of Directors

