

GOVERNING BOARD MEETING MINUTES 1/28/19

The meeting of Warner Hospital & Health Service's Board of Directors was held on Monday, January 28, 2019 at 5:30 p.m. in the Administrative Conference Room.

Present: Aaron Kammeyer, Shelli Miles, Mark Hobbie, and Nate Ennis

Absent:

Others Present: Melissa White, Tom Hankins, Sarah Gerke, Paul Skowron, Chris Kelly, Carolyn Peters, Becky Bieber, Tami Spencer, Julie Kelly, Shanena Morris, Dixie Walden, Jay Haynes and Donna Wisner

A. **CALL TO ORDER:** Aaron Kammeyer called the meeting to order at 5:30 pm.

B. **ROLL CALL**

C. **APPROVAL OF MEETING MINUTES:**

1. The minutes of the November 26, 2018 meeting were distributed prior to the meeting. **A motion was made by Nate Ennis to approve the minutes as presented. The motion was seconded by Aaron Kammeyer, a roll call vote was taken, all in favor, motion carried.**

D. **ADMINISTRATION REPORTS:**

1. Quality & Performance/Process Improvement Reports – Shanena Morris reviewed readmission reports, falls, incidence and complaints for the quarter. Family Medicine patient surveys will begin via tablets.
2. Strategic Dashboard – Paul reviewed the strategic dashboard, turnover report, business development, and the revenue to budget.
3. Board President's Report – Nothing to report.
4. Finance – Donna reviewed the financial report for December. For the month, there was an excess of revenue of \$174,000. Year to date excess of revenue is \$654,000. Hospital continues to have a strong cash position. New Medicaid assessment is still being implemented. The budget is in process and will have a draft for the February board meeting.
5. Personnel – Sarah stated the hospital will be conducting an employee satisfaction survey the beginning of March.
6. Buildings & Grounds – Tom reviewed possible new projects such as ER renovation, lab renovation, business office building, and pharmacy remodel. New boiler installed and fully operational and LED lighting being installed throughout the hospital. Chris Kelly reviewed what the lab remodel would look like.
7. Medical Staff –
 - a. Credentials - Melissa White presented the individuals for appointment and reappointment. **A motion was made by Shelli Miles to approve the appointments as presented. The motion was seconded by Mark Hobbie, a roll call vote was taken, all in favor, motion carried.**
8. Foundation – Dixie stated Bingo was coming up in February, foundation is changing their names, upcoming mailing in April.

E. **OLD BUSINESS:**

F. NEW BUSINESS:

1. Union Agreement – Sarah Gerke presented the new Union contract for approval. **Mark Hobbie made a motion to approve the Union contract as presented. The motion was seconded by Aaron Kammeyer, a roll call was taken, all in favor motion carried.**
2. MaxMD HISP Vendor – Julie Kelly is requesting a contract with MaxMD for health information exchange current business is going out of service. **Shelli Miles made a motion to approve the contract with MaxMD HISP at an annual cost of \$6,200. The motion was seconded by Nate Ennis, a roll call was taken, all in favor, motion carried.**
3. ER Monitors – Jay Haynes presented the need for another ER monitor for a room that does not have one. **Mark Hobbie made a motion to approve the purchase of a Nihon Kohden ER monitor in the amount of \$12,090. The motion was seconded by Nate Ennis, a roll call was taken, all in favor, motion carried.**
4. Computer Purchase – Tami Spencer reviewed the new computer purchases to replace the May 2015 computers. **Mark Hobbie made a motion to approve the purchase of 63 computers in the amount of \$35,527 from Insight. The motion was seconded by Shelli Miles, a roll call was taken, all in favor, motion carried.**
5. Equipment Resolution – Tom Hankins is seeking approval to use a local auction house to sell old hospital equipment such as hospital bed, NuStep Exercise Equipment, and 2 burners from old boilers. **Nate Ennis made a motion to approve the sale of equipment The motion was seconded by Mark Hobbie, a roll call was taken, all in favor, motion carried.**
6. Sterilization Unit for Surgery – Becky Bieber requested a new sterilization unit for the surgery department. **Nate Ennis made a motion to approve the purchase of the SterradNX Sterilization unit at a cost of \$51,845 with first year service agreement included and a yearly service agreement of \$7,500 after first year. The motion was seconded by Mark Hobbie, a roll call was taken, all in favor, motion carried.**

G. MISCELLANEOUS: Chris Kelly discussed further lab renovation ideas.

H. CLOSED SESSION:

A motion was made by Nate Ennis to go into closed session for approval of executive session minutes for November 26, 2018 and acquisition of real estate. The motion was seconded by Aaron Kammeyer, a roll call was taken, all in favor, motion carried.

A motion was made by Nate Ennis to return to open session. The motion was seconded by Mark Hobbie, a roll call vote was taken, all in favor, motion carried.

I. ADJOURNMENT: A motion was made by Mark Hobbie to adjourn the meeting. The motion was seconded by Shelli Miles, a roll call vote was taken, all in favor, motion carried.

Shelli Miles, Secretary