

## **GOVERNING BOARD MEETING MINUTES – 09/27/10**

The annual meeting of the Dr. John Warner Hospital Board of Directors was held on Monday, September 27, 2010 at 6:00 p.m. in the Administrative Conference Room.

**Present:** Randy Workman, Cindy Saylor, Betty Ann Nelson, Jered Hooker, Harold Weinberg and Deb Tilley

**Absent:** Julie North

**Others Present:** Earl Sheehy, Rebecca Harley, Heidi Cook, Donna Wisner, Belinda Rittenhouse, Sandy Rice, Kathy Isaac, Mayor Wollet, Steve Myers, Doug Smith, Lauren Wiseman, Melonie Tilley, Dr. Veirs, Dr. Scerba, Gordon Woods and Dave Holt

A. **CALL TO ORDER:** Betty Ann Nelson called the meeting to order at 6:00 pm.

B. **ROLL CALL:** Roll Call was taken.

C. **APPROVAL OF MEETING MINUTES:** The minutes of the August 23, 2010 regular meeting were distributed prior to the meeting. **A motion was made by Harold Weinberg to approve the minutes as presented. The motion was seconded by Betty Ann Nelson, a roll call vote was taken, five in favor, one abstained, motion carried.**

D. **COMMITTEE REPORTS:**

1. **Finance Committee**

- a. **August Financial Statements** – Donna reviewed the financial report. For the month, revenues over expenses were \$33,783. Year to date, revenues over expenses are \$175,153. Donna noted the hospital has received accelerated payments for the Illinois Hospital Assessment Payment July thru October and will receive no payments November thru June. This will only affect cash flow.
- b. **Audit/Cost Report** – Donna requested consensus of the board to solicit proposals for a new audit firm or to request an engagement letter from our current company, KEB. The hospital was with the previous firm, BKD for 9 years and has been with KEB for 3 years so far. Because the hospital is pleased with the service provided by KEB, the consensus was to stay with the current firm and Donna will request an engagement letter, which will be brought to the board for approval later this year.
- c. **New Campus Building** – Doug explained that in an effort to comply with the building codes accepted by the City of Clinton, the new building proposal was slightly modified since last month. The building size and layout stay the same however instead of a post and frame building, he is now asking for approval for a conventional foundation, frame, and truss building to be constructed on the corner of Grant and South streets. The bids received for the project come to a total of

\$272,663.07. Doug requested the board approve the appropriation of funds, contingent of obtaining a building permit and legal councils review of all contracts, for the new campus building. **A motion was made by Jered Hooker to approve the request. The motion was seconded by Betty Ann Nelson, a roll call vote was taken, all in favor, motion carried.**

- d. ER Ultrasound – Sandy discussed the benefits of having a portable ultrasound machine in the ER, which include increased revenue from potential admissions and surgeries and greater community satisfaction. Sandy received two bids each from two companies; the third company did not return a bid. The recommendation is to purchase a SonoSite S-FAST Demo model for \$33,001.75. **Harold Weinberg motioned to approve the purchase. Randy Workman seconded the motion. A roll call vote was taken, all in favor, motion carried.**

2. Personnel Committee – Nothing to report.

3. Buildings and Ground Committee – Nothing to report.

4. Foundation Committee – Dr. Veirs reported plans for the Gala are progressing. This year the committee hopes to raise \$8,000 and plans use the proceeds to purchase an electrical stimulation unit and a hover mat.

5. Medical Staff Committee

- a. Credentialing – Kathy Isaac noted that the following appointments were reviewed and approved by the credentialing committee and the medical staff:

Initial Appointment – Courtesy

Marcus Deranian, MD

Initial Appointment – Consulting

Victoria Kalivoda-Popela, DO

Wilfred Lam, MD

Daniel Couri, MD

Reappointment - Active

Laura Clay, DO

Reappointment – Allied Health

Neil Biegler, CRNA

Matthew Corso, CRNA

Marvin Brombaugh, CRNA

Steven Etcheson, CRNA

Julie Franklin, CRNA

Jerry Foster, CRNA

David Giammaria, CRNA

Elizabeth Thurman, CRNA

Mark Unzicker, CRNA

**A motion was made by Randy Workman to approve the appointments as presented. The motion was seconded by Cindy Saylor, a roll call vote was taken, all in favor, motion carried.**

**E. OLD BUSINESS:** None

**F. NEW BUSINESS:**

1. Espy Agreement – Earl presented a contract for services with Espy to audit our local/long distance phone, internet, and cell phone bills. We would then split 50/50 whatever they recover. If we are being billed properly, there is no payment due to Espy for the audit. **Randy Workman made a motion to approve the contract with Espy Services. The motion was seconded by Betty Ann Nelson, a roll call vote was taken, all in favor, motion carried.**
2. Patient Care Instructions – Included in next year’s budget is the software to print patient care instructions, however Lauren would like the board to approve the purchase early. Illinois Provider Trust, the hospital’s liability insurance provider encourages and recommends the use of patient care instructions. This purchase, which will include the ExitMeds program, has a one-time purchase price of \$3,213 that covers installation and training, an annual maintenance charge of \$2,700 and an additional \$1,000 annually for ExitMeds. **A motion was made by Harold Weinberg to approve this purchase. Randy Workman seconded the motion, a roll call vote was taken, all in favor, motion carried.**
3. Comcast Contract – Sandy explained that Comcast sells advertising for Mediacom. Switching our commercials from network TV to cable increases our spots from 48 to 163 and allows us to target programs we feel would get the best results. The contract, which has been reviewed and approved by the city attorney, starts in October and runs through December for \$1,300 a month. After that time, we can decide if we wish to continue advertising through Comcast. **Randy Workman made a motion to approve the Comcast contract. Harold Weinberg seconded the motion, a roll call vote was taken, all in favor, motion carried.**
4. Board Bylaws – Earl explained the hospital board bylaws are to be reviewed every even year in the month of September. He did not feel any changes need to be made at this time. The board members were in agreement with this. **Betty Ann Nelson made a motion to leave the bylaws as they are. Cindy Saylor seconded the motion, a roll call vote was taken, all in favor, motion carried.**

**G. PRESIDENT’S REPORT:** No report

**H. ADMINISTRATOR’S REPORT:** Earl reviewed the report provided in the board members packets.

1. Quality Report – Kathy reviewed the hospital assessment report from United Healthcare.

I. **MISCELLANEOUS:** Earl mentioned a letter of thanks and appreciation the hospital received from the family of a patient.

J. **CLOSED SESSION:**

A motion was made by Betty Ann Nelson to go into closed session for approval of executive session minutes, purchase of real estate, collective bargaining and employment of an employee. The motion was seconded by Randy Workman, a roll call vote was taken, all in favor, motion carried.

A motion was made by Randy Workman to return to open session. The motion was seconded by Betty Ann Nelson, a roll call vote was taken, all in favor, motion carried.

K. **ADJOURNMENT:**

Randy Workman made a motion to adjourn the meeting. Cindy Saylor seconded the motion, a roll call vote was taken, all in favor, motion carried.

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Cindy Saylor, Secretary