



# Iron County Medical Center

## Iron County Hospital District Board Meeting Thursday, April 6, 2017

Meeting was called to order by Board President Kevin Adams at 4:00 pm. Board Members present were: Kevin Adams, Maxine Dettmer, Cynthia Chase, Norma Owens, and Randy Matthiesen (joined meeting at 4:55). Gary Boyer was absent. Guests included: Joshua Gilmore (CEO), Cindy Sadler (CNO), Angie Nations (HR), and Brantley Hickman (Financial Analyst) and Christi Johnson was present to take minutes.

Adams asked if minutes from the March 16, 2017 board meeting had been received and if so, were there any objections, corrections, or additions. Chase made a motion to approve minutes. Owens seconded.

*4 yeas. Motion carried.*

### **Hospital & Board Administration/Operation Matters**

#### **a. Financial Report/Payment of Bills**

Gilmore reported he does not have the current financials due to the meeting date falling so early in the month. Net collections for the month of March were over \$954K. The average daily census is averaging 4.4. The third payment for Meaningful Use will be around \$101K and hope to get payment expedited. Acute and Swing days are both up from the previous month with observations down. ER visits for March were 441 down slightly from February. The RHC saw a total of 588 which was also down from the previous month.

Gilmore requested to pay bills as cash flow allows. Dettmer made a motion to pay bills as requested. Owens seconded.

*4 yeas. Motion carried.*

#### **b. CEO Report and Board Notifications/Approval Items**

Gilmore informed the Board that Dr. McDowell has reached a decision and he would not be joining ICMC. Gilmore will continue to look for a full time physician to work in the RHC. Gilmore noted the Plan of Correction for the State Survey was submitted and they are awaiting the response. The Maintenance Department is currently constructing a new sidewalk on the side of building as a result of State Survey. Sadler is undertaking one of the largest areas of survey, QAPI, She is putting a committee and plan in place. An annual CAH Periodic Evaluation was not being done and Gilmore is putting processes in place to ensure it is completed. Gilmore reported he continues to pursue a full time hospitalist and will be looking at a Nurse Practitioner to fill role as well. Dr. Benz, orthopedic surgeon, will be



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coming from St. Anthony's and has been contracted to do rural outreach at ICMC. Dr. Berkbigler's last clinic will be May 16<sup>th</sup>.

Sadler provided an update on the QAPI program. A meeting was held yesterday and the committee voted on three hospital wide projects to focus on as follows: Expired Supplies, Preventive Maintenance, and Hand Hygiene. Chase made a motion to approve QAPI Program as presented by Sadler. Owens seconded.

*4 yeas. Motion carried.*

Sadler presented the following new policies for approval: Expired/Outdated or Open Supplied-Removal and Documentation(hospital wide); Annual Periodic Evaluation Policy; Nursing MS-Q-21 Quality Assurance Performance Improvement; Nursing MS-F-14 Documentation and Removal of Expired Supplies; Emergency ER1106 Documentation and Removal of Expired Supplies; Emergency ER1108 Quality Assurance Performance Improvement; Pharmacy PH-34 Quality Assurance Performance Improvement; Social Services SS-260-24 Quality Assurance Performance Improvement; Specialty Clinic Removal of Expiring Products; Surgery OR-1-19 Guidelines for Emergency Cart; and Dietary Hand Hygiene. Dettmer made a motion to approve all policies as presented. Owens seconded.

*4 yeas. Motion carried.*

Sadler presented the following revised policies for approval: Infection Prevention IP2006 Hand Decontamination; Dietary Kitchen Sanitation; Dietary Meal Service Time; Dietary Test Trays; Nursing MS-N-2 Urinary Catheter Care; Nursing MS-E-22 Dressing Change-Dry and Moist to Dry; and Surgery OR-E-17 Central Sterile-Instrument Care and Cleaning. Owens made a motion to approve all policies as presented. Chase seconded.

*4 yeas. Motion carried.*

Nations reported she has created a policy to check employees and contractors on the EDL. She also reported the Dress Code Policy has been updated with changes to the tattoo/body art language and open toed shoe policy language. Chase made a motion to approve policies as presented. Dettmer seconded.

*4 yeas. Motion carried.*

Gilmore reported he has been working with FSCB to acquire credit cards for hospital use. He is requesting two cards with a total of \$50K in credit. Owens made a motion to approve credit card request as presented by Gilmore. Dettmer seconded.

*4 yeas. Motion carried.*

Gilmore stated that over the last four years the hospital has spent roughly \$50K in lawn care and snow removal expenses. He suggested the hospital purchase a lawn tractor with an



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estimated cost of under \$20K and around a \$300 monthly payment. He presented an agreement with FS Leasing and Board Resolution to purchase the lawn tractor. Owens made a motion to approve resolution as presented in the amount of \$20K. Chase seconded.

*5 yeas. Motion carried.*

(Brantley Hickman left the meeting at 5:10)

Gilmore then asked the Board to remove Terry Nichols name and add Joshua Gilmore to the safety deposit box access at FSCB. Matthiesen made a motion to approve changes as presented. Owens seconded.

*5 yeas. Motion carried.*

**c. Auxiliary Report**

Dettmer reported the landscaping has been completed in the Healing Garden. The signs by the entrances will also be completed at a later date.

**d. Audit/Finance Committee**

No report.

**e. Governance Committee**

Chase reported the Board Evaluation results to board members. It was also reported the bylaws are still being reviewed. Adams reminded members that the MO Ethics paperwork is due.

**f. Approval of President's Signature on Hospital Documents**

Owens made a motion to allow Adams to sign all documents needing a Board signature. Dettmer seconded.

*5 yeas. Motion carried.*

**Old Business**

No report.

**New Business**

Gilmore reported that Dr. Garriga is interested in pursuing an osteoporosis focus for his clinic. In order to do this he would need a DXA scan. Dr. Garriga is currently booked out until July and recently agreed to do more full day clinics. Gilmore will look into cost of purchasing DXA scan.

Chase announced she is resigning from her position on the ICHD Board. She stated she looks forward to the hospital growing and is very happy for the new CEO. Owens made a motion to accept Chase's resignation as announced. Matthiesen seconded.

*4 yeas. Motion carried.*



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Dettmer made a motion to appoint Bob Dunn as Chase's replacement. Matthiesen seconded.

*4 yeas. Motion carried.*

Matthiesen asked where the hospital was with the land sale to State Farm. Adams noted he has no news to date.

The next board meeting will be held on Thursday, May 25, 2017 at 4:00 pm. Owens made a motion to adjourn the meeting. Matthiesen seconded. The meeting ended at 5:38 pm.