



BOARD OF DIRECTORS MEETING MINUTES  
Tuesday, September 25, 2018  
6:00 p.m.

MEMBERS PRESENT:

Mike Lewis  
Wayne Morris  
Greg Muehlenbein  
Larry Rowland  
Kenny Aydt  
Paula Hatfield  
John Warner  
Christina Epperson (available by phone)

MEMBERS ABSENT:

Katie Folden

OTHERS PRESENT:

Victoria Woodrow, CEO  
Justin Epperson, Controller  
Kevin Wellen, CPA, Director – CliftonLarsonAllen, LLP  
Joshua Wilks, CPA, CliftonLarsonAllen, LLP  
Duane Fitch, CPA, MBA, Plante Moran, PLLC (available by phone)  
Patty Blazier, Chief Nursing Officer  
Sheila Thompson, Director of Revenue Integrity  
Pam Harbison, Director of HI, Rural Health Clinics, & Compliance  
Bryan Russell, Quality Director  
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.

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Topic of Discussion	Description	Action Taken
<u>Public Comment</u>	No comments were made.	
<u>Building/Grounds and Equipment</u>	No items to purchase.	
<u>County Board Hospital Board Member Appointments and Reappointments</u>	<p>The County Board reappointed Mike Lewis, Larry Rowland and Katie Folden for additional 3-year terms at their 06/19/18 meeting. Their terms will expire 06/30/2021.</p> <p>The County Board did take formal action at their 09/18/2019 meeting to replace Jim Holmes with Christina Epperson. She will fulfill the remainder of his 3-year term that expires 06/30/2020.</p>	
<u>Minutes of the 08-28-2018 Board of Directors Meeting and Executive Session</u>	The minutes were reviewed.	John Warner made a motion to approve the 08-28-2018 Board of Directors Meeting Minutes and Executive Session Minutes. Kenny Aydt seconded the motion. Motion carried.
<u>Quality Reports</u>	Bryan Russell, Quality Director, reviewed the Quality Dashboards and narratives.	

Topic of Discussion	Description	Action Taken
<u>New Policies</u>	<ul style="list-style-type: none"> <li>• Password Construction Guidelines</li> <li>• Password Management Policy</li> <li>• Portable Device Policy</li> <li>• Workstation Security Policy</li> <li>• Development and Approval of Policies and Procedures</li> <li>• Preceptor Program</li> </ul>	Wayne Morris made a motion to approve the new policies as listed. Kenny Aydt seconded the motion. Motion carried.
<u>Compliance Report</u>	Pam Harbison, HI/Compliance Director, reviewed the Compliance Report for September.	
<u>Financial Statements for August 2018</u>	<p><b>Statistics</b></p> <p><b>Inpatient</b>                      Acute Care Admissions – 25                      Transitional Care Admissions - 9</p> <p><b>Outpatient</b>                      Observation Admissions – 30                      Emergency Room Visits – 475                      Surgeries – 18                      Radiology Procedures – 876                      Lab Procedures – 7,537                      Rehab Services Units – 2,104</p> <p><b>Financials</b>                      Total Cash and Investments – \$6,357,468.98                      Total Revenue – \$1,272,482.00                      Total Expenses – \$1,305,481.00</p>	Wayne Morris made a motion to approve the Statistics, Financial Statements and Cash Disbursements for the month of August. Greg Muehlenbein seconded the motion. Roll call vote: Wayne Morris – Yes, Greg Muehlenbein – Yes, Larry Rowland – Yes, Kenny Aydt – Yes, Paula Hatfield – Yes, John Warner – Yes, Christina Epperson – Yes. Motion carried.

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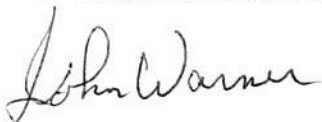
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Topic of Discussion	Description	Action Taken
<p><u>Annual Auditor's Report Fiscal Year 2017-2018</u></p>	<p>Joshua Wilks, CPA, CliftonLarsonAllen, LLP, presented the Auditor's Report for Fiscal Year 2017-2018 to the Board of Directors.</p>	<p>Wayne Morris made a motion to accept the Annual Auditor's Report for Fiscal Year 2017-2018 from CliftonLarsonAllen, LLP. Kenny Aydt seconded the motion. Roll call vote: Wayne Morris – Yes, Kenny Aydt – Yes, Paula Hatfield – Yes, John Warner – Yes, Greg Muehlenbein – Yes, Larry Rowland – Yes, Christina Epperson – Yes. Motion carried.</p>
<p><u>Ordinance No. 189 Series 2013 Bond Modifications 4853-0035-7491</u></p>	<p>Ordinance No. 189 was reviewed.</p>	<p>Wayne Morris made a motion to approve Ordinance No. 189 Series 2013 Bond Modifications 4853-0035-7491. Greg Muehlenbein seconded the motion. Roll call vote: Wayne Morris – Yes, Greg Muehlenbein – Yes, Larry Rowland – Yes, Kenny Aydt – Yes, Paula Hatfield – Yes, John Warner – Yes, Christina Epperson – Abstain. Motion carried.</p>
<p><u>CEO Report</u></p>	<p>Victoria Woodrow, CEO, presented the CEO report. She reviewed the key statistics for the month of August: Admissions, Emergency Room Visits, CT Scans, Clinic Visits, etc.</p>	

Topic of Discussion	Description	Action Taken
<u>Executive Session</u>		<p>Wayne Morris made a motion at 7:37 p.m. to enter Executive Session to discuss Personnel. Larry Rowland seconded the motion. Motion carried.</p> <p>Paula Hatfield made a motion to exit Executive Session and return to Regular Session at 7:55 p.m. Wayne Morris seconded the motion. Motion carried.</p>
<u>New Foundation Board Member</u>		<p>Greg Muehlenbein made a motion to accept Carolyn Pool as the new Foundation Board Member. Paula Hatfield seconded the motion. Motion carried.</p>
<u>Meeting Adjournment</u>		<p>Paula Hatfield made a motion to adjourn the meeting at 8:01 p.m. Wayne Morris seconded the motion. Motion carried.</p>

HAMILTON MEMORIAL HOSPITAL DISTRICT



John Warner, Secretary  
 Board of Directors