



BOARD OF DIRECTORS MEETING MINUTES
Tuesday, November 27, 2018
6:00 p.m.

MEMBERS PRESENT:

Mike Lewis
Wayne Morris
Paula Hatfield
John Warner
Christina Epperson
Kenny Ayt
Larry Rowland
Greg Muehlenbein

MEMBERS ABSENT:

Katie Folden

OTHERS PRESENT:

Victoria Woodrow, CEO
Justin Epperson, Controller
Patty Blazier, Chief Nursing Officer
Sheila Thompson, Director of Revenue Integrity
Bryan Russell, Quality Director
Pam Harbison, Director of HI, Rural Health Clinics, & Compliance
Carolyn Pool, Executive Assistant

President Mike Lewis welcomed the sixteen students from Hamilton County High School who were in attendance to observe proceedings of a public board meeting to meet requirements in their Civics class.

Mike Lewis, President called the meeting to order at 6:05 p.m. Roll call was taken and, with a quorum present, the meeting proceeded.

BOARD OF DIRECTORS MEETING MINUTES

November 27, 2018

Page 2

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>Minutes of the 10-23-2018 Board of Directors Meeting and Executive Session</u>	The minutes were reviewed.	Larry Rowland made a motion to approve the 10-23-2018 Board of Directors Meeting Minutes and Executive Session Minutes. Paula Hatfield seconded the motion. Motion carried.
<u>Quality Reports</u>	Bryan Russell, Quality Director, reviewed the Quality Dashboards and narratives.	Greg Muehlenbein made a motion to approve the Quality report. Kenny Aydt seconded; the motion carried.
<u>Policies</u>	<p>Policy #114 – Care of Behavioral Health Patient</p> <p>As required, a Safe Room has been established in the ER for patients who are determined by the ER physician to be prone to self-harm.</p> <p>Policy #134 – New or Revised Policy Communication</p>	<p>Paula Hatfield made a motion to approve the Care of Behavioral Health Patient policy. Motion was seconded by Wayne Morris and carried by unanimous vote.</p> <p>John Warner made a motion to approve the policy as presented. Christina Epperson seconded the motion, which carried by unanimous vote.</p>

BOARD OF DIRECTORS MEETING MINUTES

November 27, 2018

Page 3

Topic of Discussion	Description	Action Taken
<u>Compliance Report</u>	Pam Harbison led review of the Compliance Report for November.	Paula Hatfield made a motion to approve the compliance report. Larry Rowland seconded; the motion carried.
<u>Medical Staff Appointments & Reappointments</u>	Victoria Woodrow, CEO, led review of the Medical Staff Appointments and Reappointments.	Paula Hatfield made a motion to approve the appointments and reappointments as presented. Christina Epperson seconded; the motion carried.
<u>CAH/RHC Annual Review</u>	Victoria Woodrow, CEO, led discussion of the annual reviews of the Critical Access Hospital Program for FY 2018, and of Rural Health Clinic Program for the Hamilton Memorial Family Clinic – Carmi, and Hamilton Memorial Hospital Family Clinic.	Wayne Morris made a motion to approve the CAH/RHC annual reviews as presented. Paula Hatfield seconded the motion, which carried with all favorable votes.
<u>Annual Tax Levy Ordinance</u>	Copies of the Annual Tax Levy Ordinance were distributed to board members. Justin Epperson, Controller, led discussion of the ordinance.	Larry Rowland made a motion to approve the Annual Tax Levy Ordinance as presented. Kenny Aydt seconded the motion. Roll Call Vote: Wayne Morris – Yes, Paula Hatfield – Yes, John Warner – No, Christina Epperson – Yes, Kenny Aydt – Yes, Larry Rowland – Yes, Greg Muehlenbein – Yes. Motion carried.

<p><u>Financial Statements for October 2018</u></p>	<p><u>Statistics</u> Inpatient Acute Care Admissions – 16 Transitional Care Admissions – 14</p> <p>Outpatient Observation Admissions – 25 Emergency Room Visits – 380 Surgeries – 20 Radiology Procedures – 912 Lab Procedures – 7,240 Rehab Services Units – 2,458</p> <p><u>Financials</u> Total Cash and Investments – \$6,948,968 Total Revenue – \$1,420,976 Total Expenses – \$1,416,136</p>	<p>John Warner made a motion to approve the Statistics, Financial Statements and Cash Disbursements for the month of October. Larry Rowland seconded the motion. Roll Call Vote: Wayne Morris – Yes, Paula Hatfield – Yes, John Warner – Yes, Christina Epperson – Yes, Kenny Aydt – Yes, Larry Rowland – Yes, Greg Muehlenbein – Yes. Motion carried.</p> <p>President Mike Lewis thanked the students for attending. Students exited the meeting.</p>
<p><u>CEO Report</u></p>	<p>Victoria Woodrow, CEO, presented the CEO report. She reviewed the key statistics for the month of October. Key financial drivers were reviewed.</p> <p>John Warner questioned the collection of deductible fees prior to treatment. Victoria Woodrow and Pam Harbison addressed the question and will research the issue further.</p>	

BOARD OF DIRECTORS MEETING MINUTES

November 27, 2018

Page 5

Topic of Discussion	Description	Action Taken
<u>Executive Session</u>		<p>Greg Muehlenbein made a motion at 7:05 p.m. to enter Executive Session. Larry Rowland seconded the motion. Motion carried.</p> <p>John Warner made a motion to exit Executive Session and return to Regular Session at 7:45 p.m. Christina Epperson seconded the motion. Motion carried.</p>
<u>CEO Evaluation</u>		<p>Paula Hatfield made a motion to approve and accept the CEO Evaluation as presented. Wayne Morris seconded the motion. Motion carried.</p>
<u>Meeting Adjournment</u>		<p>Paula Hatfield made a motion to adjourn the meeting at 7:48 p.m. Kenny Aydt seconded the motion. Motion carried.</p>

HAMILTON MEMORIAL HOSPITAL DISTRICT

John Warner, Secretary
Board of Directors



BOARD OF DIRECTORS MEETING MINUTES
Tuesday, November 27, 2018
Executive Session

MEMBERS PRESENT:

Mike Lewis
Wayne Morris
Paula Hatfield
John Warner
Christina Epperson
Kenny Ayd
Larry Rowland
Greg Muehlenbein

MEMBERS ABSENT:

Katie Folden

OTHERS PRESENT:

Victoria Woodrow, CEO
Justin Epperson, Controller

Greg Muehlenbein made a motion to enter Executive Session at 7:05 p.m. to discuss Personnel. Christina Epperson seconded the motion. Motion carried.

CEO Evaluation – Following review and discussion of the CEO Evaluation, Paula Hatfield made a motion to approve and accept the evaluation as presented. Wayne Morris seconded the motion which carried with all favorable votes.

Paula Hatfield made a motion at 7:48 p.m. to exit Executive Session and return to Regular Session. Kenny Ayd seconded the motion. Motion carried.

HAMILTON MEMORIAL HOSPITAL DISTRICT


John Warner, Secretary
Board of Directors