

2. ROLL CALL:

Donna Nicely, Barbara Willey, Gail McCarthy, Rob Robbins and were present. Also present were John Friel, CEO, and Nicole Wheeler, MEC Coordinator. Absent was Christopher Fagan, MD, and Shelly Egerer, Administrative Assistant.

3. FLAG SALUTE:

Board Member Robbins led the flag salute, all present participated.

4. ADOPTION OF AGENDA:

President Nicely called for a motion to adopt the agenda as presented. Motion by Board Member Willey to adopt the agenda as presented. Second by Board Member McCarthy to adopt the agenda as presented. President Nicely call for the vote. A vote in favor of the motion was 4/0.

- Board Member Robbins – yes
- Board Member McCarthy - yes
- Board Member Willey – yes
- President Nicely - yes

5. RESULTS OF CLOSED SESSION:

President Nicely reported that the all reports were unanimously approved in Closed Session:

- Chief of Staff Report
- Risk Management Report
- QI Management Report

President Nicely called for the vote. A vote in favor of the motion was 4/0.

- Board Member Robbins – yes
- Board Member McCarthy - yes
- Board Member Willey – yes
- President Nicely – yes

6. PUBLIC FORUM FOR OPEN SESSION

President Nicely opened the Hearing Section for Public Comment on Open Session items at 2:00 p.m. Hearing no request to make public comment, President Nicely closed Public Forum for Open Session at 2:00 p.m.

7. DIRECTORS COMMENTS:

- President Nicely would like Mr. Friel to introduce Danggiao Phan.
- Mr. Friel introduced Danggiao Phan, Director of Pharmacy. Ms. Phan would like to say thank you to the staff for welcoming her.
- Full Board welcomed Danggiao.

8. INFORMATION REPORTS:

A. Foundation Report:

- Ms. Walsh was not present to provide report.

B. Auxiliary:

- Ms. Dick provided the following information:
 - Golf tournament is scheduled for Friday, September 23rd at 9:00 a.m., cost is \$75.00 per person and there is a 4 person team. 200 pink ribbons will be available for a donation and will be used to decorate the Clubhouse at Bear Mountain.
 - Ms. Vigue reported that the Auxiliary will host a Carnival/Ice Cream Social at the Hospital Saturday, September 3rd from 10-4; this will include games, prizes and live entertainment. Employees will volunteer in this event.
 - Mall in the Hall will be held October 31-November 4.

9. CONSENT AGENDA:

- A.** June 01, 2016 Board of Directors Meeting Minutes: Shelly Egerer, Admin. Assistant
- B.** May/June 2016 Planning & Facilities Report: Michael Mursick, Plant Manager
- C.** Quarterly Fire Life/Safety: Michael Mursick, Plant Manager
- D.** June 2016 Infection Control Report: Sheri Mursick, Infection Preventionist
- E.** May 2016, Human Resource Report: Erin Wilson, Human Resource Manager
- F.** Policies and Procedures:

- (1) Unlawful Harassment, Discrimination and Retaliation Prevention and Complaint Policy
- (2) Paid Sick Leave for Part-Time (Non-Benefited), Per Diem, and Temporary Employees
- (3) Clerk Notes
- (4) Overdose Reporting
- (5) Petty Cash Request for Transportation
- (6) Patient Transfer
- (7) Patient Registration
- (8) Patient Rights
- (9) Visitors
- (10) Advanced Directives
- (11) Patient Responsibilities

- Michael Mursick reported the following:
 - CT Project; will require an ADA restroom in the CT room. The restroom in ER room #2 will be isolated for CT use only. These plans will go to OSHPD for approval.
 - Mammo project; OSHPD required information and this was provided by the architect. Plans submitted approximately 3 weeks ago. The project will hopefully be complete by October for Breast Awareness Month.
 - Board Member Willey would like to know if a contractor for the CT project has been chosen. Michael Mursick reported that due to the size of the project, he is having issues in finding a contractor.
- Board Member Robbins requests further information regarding the employee performance evaluations.
- Mr. Friel reported that Ms. Wilson, HR Manager has been working on completing the performance evaluations with the department managers.
- The Board requests that a breakdown of department managers and outstanding evaluations is provided at the August Board Meeting.

- President Nicely requests course completed lists and a breakdown of employees that are over 30 days due.
- Board Member Willey would like to know what “Indemnity” is. Ms. Gardner is present in place of Human Resources Manager and she is unsure of the meaning, Ms. Gardner will verify what this means.

President Nicely called for a motion to approve the Consent Agenda as presented. Motion by Board Member Willey to approve the Agenda as presented. Second by Robbins to approve the Consent Agenda as presented. President Nicely called for the vote. A vote in favor of the motion was 4/0.

- Board Member Robbins – yes
- Board Member McCarthy - yes
- Board Member Willey – yes
- President Nicely - yes

10. OLD BUSINESS:

- None

11. NEW BUSINESS:

A. Discussion and Potential Approval of the Authorization to Bind SHIP Grant:

- Mr. Friel reported that this is a requirement to Bind the SHIP grant we need to remove David Faulkner, Interim CEO and add myself.

President Nicely motioned to approve the Authorization to Bind SHIP Grant as presented. Second by Board Member Willey to approve the Authorization to Bind SHIP Grant as presented. President Nicely called for the vote. A vote in favor of the motion was 4/0.

- Board Member Robbins - yes
- Board Member McCarthy - yes
- Board Member Willey - yes
- President Nicely – yes

B. Discussion and Potential Approval of Rescheduling the August 3rd Board Meeting to August 10th, 2016:

- Mr. Friel reported that Quorum would like Mr. Hamblin and himself to attend a leadership conference in August and is asking the Board to reschedule the August Board Meeting to August 10th.

President Nicely motioned to approve Rescheduling the August 3rd Board Meeting to August 10th, 2016 at 1:00 p.m. Second by Board Member Robbins to approve Rescheduling the August 3rd Board Meeting to August 10th, 2016 1:00 p.m. President Nicely called for the vote. A vote in favor of the motion was 4/0.

- Board Member Robbins - yes
- Board Member Willey – yes
- Board Member McCarthy - yes
- President Nicely – yes

C. Discussion and Potential Approval of Resolution 16-445: BVCHD Board of Directors Regular Business Board Meeting Time:

- Board Member Willey recommends that this is tabled until the August Board Meeting since Dr. Fagan is not present.

President Nicely called for a motion to table the Resolution 16-445: BVCHD Board of Directors Regular Business Board Meeting Time as presented. President Nicely motioned to table the Resolution 16-445: BVCHD Board of Directors Regular Business Board Meeting Time as presented. Second by Board Member Willey to table the Resolution 16-445: BVCHD Board of Directors Regular Business Board Meeting Time as presented. President Nicely called for the vote. A vote in favor of the motion was 4/0.

- Board Member Robbins - yes
- Board Member McCarthy - yes
- Board Member Willey - yes
- President Nicely – yes

D. Discussion and Potential Approval of the Prime Project (Update and Revenue Expense Estimate):

- Mr. Hamblin reported the following information:
 - The PRIME Project will focus on non-malignant pain management.
 - The funding will be an IGT, the \$750,000 will be sent and \$1.5M will be returned.
 - LCSW, Care Navigator and further pain management specialists will be utilized.

President Nicely called for a motion to approve the Prime Project (Update and Revenue Expense Estimate) as presented. Board Member Robbins motioned to approve the Prime Project (Update and Revenue Expense Estimate) as presented. Second by Board Member McCarthy to approve Prime Project (Update and Revenue Expense Estimate) as presented. President Nicely called for the vote. A vote in favor of the motion was 4/0.

- Board Member Robbins - yes
- Board Member McCarthy - yes
- Board Member Willey - yes
- President Nicely – yes

- Board Member Robbins would like to request a letter sent to all who participated in the PRIME Project to thank them for the hard work, Mr. Friel, will send letter on behalf of the Board.

E. Discussion and Potential Approval of the Following Contracts:

- (1) Charles Nagel dba Medical Laboratory Connections Agreement
- (2) Calvin Pramann, FHC Chiropractic Agreement
- (3) ESP Agreement- Informational
- (4) 340B Pharmacy Program/Walgreens Agreement
- (5) ER T-System Agreement

President Nicely called for a motion to approve contracts 1-5 as presented. Board Member Willey motioned to approve contracts 1-5 as presented. Second by Board Member McCarthy to approve the contracts 1-5 as presented. President Nicely called for the vote. A vote in favor of the motion was 4/0.

- Board Member Robbins - yes
- Board Member McCarthy - yes
- Board Member Willey - yes
- President Nicely – yes

12. ACTION ITEMS:

A. Quorum Health Resource Report:

(1) June QHR Report:

- Mr. McCall reported the following:
 - QHR representatives for GPO visited last week, meeting went well and it looks as if the transition will go smoothly.
 - There is a hold on the Compliance and Coding Review for the Rural Health Clinic, this is planned to start within the next 10 days.
 - Mr. McCall would like to mention that the email addresses for the “Community Needs Assessment” have been returning as unable to send. Shelly Egerer, Administrative Assistant is working on correcting the issue.
 - Education listed, Leadership Conference is set for the 1st week of August.
 - Thank you to the Board for participating in the completion of the Trustee Survey. The results had a positive feedback, the negative comments were in regards to the “Q-view” newsletter and the new Trustee Guide, and it was felt that the newsletter did not carry much value.
 - “What could Quorum do differently”? It was recommended that the ACHD evaluation tool used in place of the Quorum evaluation, the Board is more than welcome to utilize the tool that works best for them.
 - Mr. McCall would like to recognize that all Board Members have attended a Quorum Conference and would like to thank the Board for their participation.
 - The Federal Government requires an annual disclosure in regards to the GPO, the disclosure has been provided to the Board.

Board Member Willey motioned to approve the QHR Report as presented.

Second by Board Member Robbins to approve the QHR Report as presented. President Nicely called for the vote. A vote in favor of the motion was 4/0.

- Board Member Robbins – yes
- Board Member McCarthy - yes
- Board Member Willey – yes
- President Nicely - yes

B. CNO Report:

(1) June CNO Report:

- Ms. Norman reported the following information:
 - Loss of Nursing Staff due to Paternity Leave and Medical Leave will result in the need to use Registry Nurses.
 - Swing Bed at 2, census for SNF is down to 16.
- President Nicely would like to know if employees are informed that they are welcome to volunteer at BVCHD functions. The Board would like Managers to involve their staff in events. Clarification by Human Resources will be required to verify if the employees are allowed to volunteer their time and not require pay.

President Nicely called for a motion to approve the CNO Report as presented. Motion by Board Member Robbins to approve the CNO Reports as presented. Second by Board Member McCarthy to approve the CNO Report as presented. President Nicely called for the vote. A vote in favor of the motion was unanimously approved 4/0.

- Board Member Robbins – yes
- Board Member McCarthy - yes
- Board Member Willey - yes
- President Nicely – yes

C. Acceptance of the CEO Report:

(1) July CEO Report:

- Mr. Friel reported the following information:
 - A Plan of Corrections for the ABG is included for informational purposes.
- President Nicely would like to verify that when there is a donation made to the community that Mr. Friel, CEO is informed of each donation and approves the donations.

President Nicely called for a motion to approve the CEO Report as presented. Motion by Board Member Robbins to approve the CEO Report as presented. Second by President Nicely to approve the CEO Report as presented. President Nicely called for the vote. A vote in favor was unanimously approved 4/0.

- Board Member Robbins – yes
- Board Member McCarthy – yes
- Board Member Willey- yes
- President Nicely – yes

D. Acceptance of the Finance Report:

(1) May 2016 Financials

- Mr. Hamblin reported the following information:
 - Surplus year to date 1.5 Million, .5 Million over Budget.
 - 201 days cash on hand.
 - Acute census at times over as well as under.
 - SNF over budget.
 - ER ahead of budget.
 - New fiscal year.
 - Capital Budget, current policy reads that any expenditure over 25,000 is requested to return to the Board. The policy will be revised as the Board does not feel that if the item has been approved that it does not need to return unless there is a significant change.

(2) CFO Report:

- Mr. Hamblin reported the following information:
 - Capital budget has been approved; Mr. Hamblin would like to ask the committee if the committee would like items to come back for review/approval?
 - President Nicely has reviewed the policy and procedure and would like to know why an approved item would require Board re-approval after the item has already been approved. President Nicely suggests a change to the policy and procedure with removal of budget returning to the Board

for approval after it has previously been reviewed if there is not a significant change in the budget.

- Alpha Fund was found to be in our best interest after looking at other options.

President Nicely called for a motion to approve the Finance Reports as presented. Motion by Board Member Robbins to approve the Finance Reports as presented. Second by President Nicely to approve the Finance Reports as presented. President Nicely called for the vote. A vote in favor was unanimously approved 4/0.

- Board Member Robbins – yes
- Board Member McCarthy - yes
- Board Member Willey – yes
- President Nicely – yes

13. ADJOURNMENT

President Nicely called for a motion to adjourn the meeting at 3:47 p.m. Motion by Board Member McCarthy to adjourn. Second by Board Member Willey to adjourn. President Nicely called for the vote. A vote in favor of the motion was unanimously approved 4/0.

- Board Member Robbins – yes
- Board Member McCarthy - yes
- Board Member Willey – yes
- President Nicely - yes