

**HOWARD COUNTY MEDICAL CENTER  
BOARD OF TRUSTEES**

**April 28, 2010**

**ROLL CALL, QUORUM**

Members present: Carol Schroeder, Chairperson; Carol Rasmussen, Vice-Chairperson; Harriet Steenson, Secretary; William Greenway, Treasurer; Ron Tagge, Member. Also present: Joyce Grove Hein, Interim CEO; Barb Seams-Meyers, R.N. CNO and Jared Kramer, M.D., Chief of Staff. Per Conference call – Paul Baumert, Interim CFO.

The meeting was called to order by Carol Schroeder at 8:00A.M. A Quorum was declared. Notification was published in the Phonograph Herald.

- A motion was made by Greenway and supported by Tagge to approve the agenda.

Aye: Schroeder, Rasmussen, Greenway, Tagge

Nay: None

Motion carried.

- Minutes - A motion was made by Rasmussen and supported by Greenway to accept the minutes of the March 22<sup>nd</sup> and March 24, 2010 meetings.

Aye: Schroeder, Rasmussen, Greenway, Tagge

Nay: None

Motion carried.

Harriet Steenson and Jared Kramer arrived at 8:06am

**REPORTS**

- Medical Staff Report – Dr. Kramer summarized the most recent Med Staff meeting. Kelli Platek will start practicing in Greeley. She will be there every Tuesday.
  - Credentials - A motion was made by Steenson and supported by Rasmussen to approve the appointments of Dr. Salman, Pulmonology; Kelli Platek, PAC as recommended by the Medical Staff.

Aye: Schroeder, Rasmussen, Greenway, Steenson, Tagge

Nay: None

Motion carried.

- Financial Report for March 2010 reviewed by Baumert (per conference call). A motion was made by Tagge and supported by Greenway to accept the March Financial report as presented and place on file for audit. See attachment

Aye: Schroeder, Rasmussen, Greenway, Steenson, Tagge

Nay: None

Motion carried.

- Disbursement approval – a motion was made by Greenway and supported by Steenson to approve the disbursement.

Aye: Schroeder, Rasmussen, Greenway, Steenson, Tagge

Nay: None

Motion carried.

- Administrators Report - Reviewed by Hein.

**OLD BUSINESS**

- Name Change/follow-up – The next step will be our tagline. It was determined that this topic should be tabled until we have a Strategic Planning meeting; adding this to our marketing plan. Tying our marketing plan to our Strategic Plan, looking towards the tagline to evolve naturally.
- Exterior/Interior Signage – Bill Greenway, Joyce Hein and Roger Grim will be meeting with Love Signs the first week of May. They will report back to the board at their next meeting.
- EMR Update – Joyce gave a few observations on the quest for a new EMR – The group is stuck; they need direction and they need to determine who is in charge of the process. A Task force has been put together to gather data concerning all vendor options; they will look into what is best for the entire facility, do site visits, create an implantation plan as well as determine how we can pay for a new system. Joyce also noted that with the current system is thru Healthland, we are behind with new releases, various hardware needs to be updated, etc. Joyce will continue to keep the board updated.
- Review Glidescope purchase – A motion was made by Steenson and supported by Rasmussen to approve the increase in the purchase cost of the Glidescope from \$14,141 to \$16,487.

Aye: Schroeder, Rasmussen, Steenson, Greenway, Tagge  
Nay: None

Motion carried.

**NEW BUSINESS**

- Payroll changes – Shauna Graham, HR Director joined the meeting to go over a list of payroll changes. Please see attachment
- IV Smart Pumps – A motion was made by Tagge and supported by Steenson to purchase 15 Smart Pumps at a cost of \$46,500.

Aye: Schroeder, Rasmussen, Steenson, Greenway, Tagge  
Nay: None

Motion carried.

- Engagement Letter from Seim Johnson – A motion was made by Tagge and supported by Greenway to approve the engagement letter from Seim Johnson Auditing firm.

Aye: Schroeder, Rasmussen, Steenson, Greenway, Tagge  
Nay: None

Motion carried.

- Appointment of Compliance Officer – A motion was made by Rasmussen and supported by Tagge to appointment Randy Boltz as the Compliance Officer.

Aye: Schroeder, Rasmussen, Steenson, Greenway, Tagge  
Nay: None Motion carried.

- Banking Resolution/Signatures – A motion was made by Greenway and supported by Steenson to approve the signing of the attached banking resolutions as well as changing the signatures approves from Wick to Hein and Soneson to Baumert. Also approved was an additional signature approval line of Arlan Johnson, Clinic Director.

Aye: Schroeder, Rasmussen, Steenson, Greenway, Tagge  
Nay: None Motion carried.

### **EXECUTIVE SESSION**

- A motion was made by Steenson and supported by Greenway to go in to executive session at 10:15am

Aye: Schroeder, Rasmussen, Steenson, Greenway, Tagge  
Nay: None Motion carried.

- A motion was made by Greenway and supported by Steenson to come out of executive session at 11:00 am

Aye: Schroeder, Rasmussen, Steenson, Greenway, Tagge  
Nay: None Motion carried.

- Action in Executive Session – A motion was made by Tagge and supported by Greenway to approve the recommended CFO salary range. See attachment

Aye: Schroeder, Rasmussen, Steenson, Greenway, Tagge  
Nay: None Motion carried.

- A motion was made by Steenson and supported by Greenway to approve the cost of \$6,450 for a two year membership in “The Governance Institute”.

Aye: Schroeder, Rasmussen, Steenson, Greenway, Tagge  
Nay: None Motion carried.

The meeting was adjourned at 11:00A.M.