

**HOWARD COUNTY MEDICAL CENTER
BOARD OF TRUSTEES**

April 27, 2011

ROLL CALL, QUORUM

Members present: Carol Schroeder, Chairperson; Carol Rasmussen arrived at 8:05, Vice-Chairperson; Harriet Steenson, Secretary; William Greenway, Treasurer. Also present: Arlan Johnson, CEO; Thomas Parish, CFO; Kathy Horn, R.N. CNO and Jared Kramer, M.D., Chief of Staff.

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 Steenson to approve the agenda.

Aye: Schroeder, Steenson, Greenway

Nay: None

Motion carried.

- Minutes - A motion was made by Steenson and supported by Greenway to accept the minutes of the March 23, 2011 meeting.

Aye: Schroeder, Steenson, Greenway

Nay: None

Motion carried.

Carol Rasmussen joined the meeting at 8:05am

- Financial Report for March 2011 reviewed by Parish. See attachment

REPORTS

- Medical Staff Report – Dr. Kramer noted no issues at this time. Reviewed nursing forms/standing orders for approval. An update of the Med Staff bylaws to include an area of H&P time requirement.
 - Credentials - None
- Administrators Report - Reviewed by Johnson.
- Quarterly Report – Randy Boltz gave his quarterly Compliance report. Randy included in his packet Board education on compliance from the OIG(office of inspector general).
- Compliance committee member - A motion was made by Greenway and supported by Steenson to approve the addition of Carol Rasmussen to the Compliance Committee.

Aye: Schroeder, Steenson, Greenway

Nay: None

Abstain: Rasmussen

Motion carried.

OLD BUSINESS

- Raise Percentage – A motion was made by Greenway and supported by Rasmussen to approve the recommendation by Johnson of a 1-2.5% wage increase based on staff evaluations and job descriptions.

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

Motion carried.

- Strategic Planning – See administrators report attached
- Buildings and Grounds – See administrators report attached

NEW BUSINESS

- Roof at Greeley – A motion was made by Rasmussen and supported by Steenson to accept the attached bid from Kehm Construction for replacing the roof at the Greeley Clinic, \$7,721.00 for labor and an approximate cost of \$9,200.00 for materials (to be purchased locally in Greeley). See attachment

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

Motion carried.

- Survey/OB – See administrator's report as well as survey results attached which were reviewed.
- Lacy Construction Assessment – A motion was made by Greenway and supported by Steenson to approve Arlan Johnson moving forward with Lacy Construction completing an overview of the facility, free of charge, doing a future needs assessment.

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

Motion carried.

EXECUTIVE SESSION

- A motion was made by Greenway and supported by Steenson to go into Executive Session at 9:08 am for the purpose of an employee issue.
- A motion was made by Steenson and supported by Greenway to come out of Executive Session at 9:40am. No action taken

The meeting was adjourned at 9:40 A.M.