

**HOWARD COUNTY MEDICAL CENTER
BOARD OF TRUSTEES**

June 22, 2011

ROLL CALL, QUORUM

Members present: Carol Schroeder, Chairperson; Carol Rasmussen, Vice-Chairperson; William Greenway, Treasurer. Also present: Arlan Johnson, CEO; Thomas Parish, CFO; Kathy Horn, R.N. CNO, Steve Stebbing, guest and Jared Kramer, M.D., Chief of Staff joined the meeting at 8:30 am. Absent: Harriet Steenson, Secretary.

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 Rasmussen to approve the agenda.

Aye: Schroeder, Rasmussen, Greenway

Nay: None

Motion carried.

- Minutes - A motion was made by Rasmussen and supported by Greenway to accept the minutes of the May 25, 2011 meeting.

Aye: Schroeder, Rasmussen, Greenway

Nay: None

Motion carried.

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

REPORTS

- Medical Staff Report – Dr. Kramer, late due to surgery obligations. Reported to Board no new issues. Reviewed and approved nursing policies at their meeting.
 - Credentials - None
- Administrators Report - Reviewed by Johnson.
- Foundation Quarterly Report – Dave Snow was unable to attend the meeting due to unforeseen circumstances; see report attached.
- Quarterly Report – CAH program evaluation – Physical Therapy – see attachment.

OLD BUSINESS

- Strategic Planning – Meeting set for June 28, 2011 4pm to 8pm. See administrators report

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OLD BUSINESS con't

- Computer Software – A motion was made by Greenway and supported by Rasmussen to proceed with the purchase lease agreement with Homestead Bank of St Paul and Baird Holm as consultant.

Aye: Schroeder, Rasmussen, Greenway

Nay: None

Motion carried.

- Board Member – Mr. Steve Stebbing was introduced to the board members as a possible new member to the board.
- Donor Board – See administrators report

NEW BUSINESS

- Budget Approval – A motion was made by Rasmussen and supported by Greenway to approve the 2011/2012 budget as attached.

Aye: Schroeder, Rasmussen, Greenway

Nay: None

Motion carried.

- Organization Chart – informational. See attachment
- HIPAA Violation – See attachment
- Buildings & Grounds –
 - Medication Room remodel – A motion was made by Greenway and supported by Rasmussen to approve the remodel of the previous medication room as directed by Maintenance.

Aye: Schroeder, Rasmussen, Greenway

Nay: None

Motion carried.

- Trees / Plantings – A motion was made by Rasmussen and supported by Greenway to approve the moving of trees / plantings to correct the watering concerns on building/windows.

Aye: Schroeder, Rasmussen, Greenway

Nay: None

Motion carried.

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NEW BUSINESS con't

- Lacy Construction – A motion was made by Greenway and supported by Rasmussen to approve the initial \$3,500 cost to begin plans for remodel of patient bathrooms/lab expansion/ER bays/ER ramp projects.

Aye: Schroeder, Rasmussen, Greenway

Nay: None

Motion carried.

EXECUTIVE SESSION – For the purpose of a personnel issue

- A motion was made by Rasmussen and supported by Greenway to go into executive session at 9:10 am for the purpose of CEO evaluation.

Aye: Schroeder, Rasmussen, Greenway

Nay: None

Motion carried.

- A motion was made by Rasmussen and supported by Greenway to come out of executive session at 10:20 am.

Aye: Schroeder, Rasmussen, Greenway

Nay: None

Motion carried.

- Action in Executive Session – A motion was made by Rasmussen and supported by Greenway to approve an increase the salary of the CEO.

Aye: Schroeder, Rasmussen, Greenway

Nay: None

Motion carried.

- Action in Executive Session – A motion was made by Rasmussen and supported by Greenway to recommend Steve Stebbing to the County Commissioners as a HCMC Board of Trustees member.

Aye: Schroeder, Rasmussen, Greenway

Nay: None

Motion carried.

The meeting was adjourned at 10:30 A.M.

Carol Schroeder, Chairperson

jk

Carol Rasmussen, Vice Chairperson