

**HOWARD COUNTY MEDICAL CENTER  
BOARD OF TRUSTEES**

**March 23, 2011**

**ROLL CALL, QUORUM**

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

Absent: Arlan Johnson, CEO

The meeting was called to order by Carol Schroeder at 0805. A Quorum was declared. Notification was published in the Phonograph Herald.

- A motion was made by Rasmussen and supported by Steenson to approve the agenda.

Aye: Schroeder, Rasmussen, Steenson

Nay: None

Motion carried.

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

Aye: Schroeder, Rasmussen, Steenson

Nay: None

Motion carried.

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

Bill Greenway joined the meeting at 0815

- Foundation Financial Report reviewed by Parish. See attachment
- Discount Policy – A motion was made by Greenway and supported by Rasmussen to approve the proposed discount policy. See attached

Aye: Schroeder, Rasmussen, Steenson, Greenway

Nay: None

Motion carried.

**REPORTS**

- Medical Staff Report – Dr. Kramer noted that Dr. Novinski gave a presentation to the Medical Staff regarding the VRC system that they will be starting soon. They also approved a newborn screening policy and the Med Staff were asked to sign a Conflict of interest policy.
  - Credentials - A motion was made by Steenson and supported by Rasmussen to approve the reappointment of Dr. Kris Mleczko, pathologist.

Aye: Schroeder, Rasmussen, Steenson, Greenway

Nay: None

Motion carried.

- Administrators Report - Reviewed by Parish.
- Quarterly Report – Foundation quarterly report was reviewed. See attachment

**OLD BUSINESS**

- Foundation Donor Boards – A motion was made by Steenson and supported by Rasmussen to move forward with the proposal as attached.

Aye: Schroeder, Rasmussen, Steenson, Greenway

Nay: None

Motion carried.

- Computer System Update – Parish is working with a local bank to finance our new system. Additional information to follow.
- Conflict of Interest Policy – was signed by all board members.

**NEW BUSINESS**

- Expanded Hours with Medical Staff Approval – The medical staff are just in the beginning stages of discussion on this topic. They have been in contact with the local pharmacist regarding expanded hours; they are also discussing various ways to have pharmacy items in house, i.e. a pharmaceutical kiosk. Discussion to continue.
- Strategic Planning – the Board has requested that we keep the strategic planning in house.
- Raises/Employee Evaluation form – the evaluation form was discussed. See attachment
- Buildings and Grounds – No discussion
- State Government Update – Information shared with the board. See attachment

The meeting was adjourned at 0950.

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Carol Schroeder, Chairperson

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Harriet Steenson, Secretary

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