

**HOWARD COUNTY MEDICAL CENTER  
BOARD OF TRUSTEES**

November 25, 2009

**ROLL CALL, QUORUM**

Members present: Carol Schroeder, President; Carol Rasmussen, Vice-President; Harriet Steenson, Secretary; William Greenway, Treasurer; Ron Tagge, Member. Also present: Timothy J. Wick, CEO; Jeanine Soneson, CFO; Barb Seams-Meyers, R.N.CNO; Chris Tomhave, M.D.; Jared Kramer, M.D. and Shauna Graham, HR Director.

The meeting was called to order by Schroeder at 8:05A.M. A Quorum was declared. Notification was published in the Phonograph Herald.

- Redstone – Logo Development – The Logo Task Force reviewed layouts from Redstone – They chose a couple color schemes to put together; will request Redstone develop additional markups to review.
- A motion was made by Steenson and supported by Rasmussen to approve the agenda.

Aye: Schroeder, Rasmussen, Steenson, Greenway, Tagge

Nay: None

Motion carried.

- Minutes - A motion was made by Steenson and supported by Rasmussen to accept the minutes of the October 28, 2009 board meeting, as well as Redstone meetings of 10/28/09, 11/4/09, 11/11/09 and 11/18/09. See attachments

Aye: Schroeder, Rasmussen, Steenson, Greenway, Tagge

Nay: None

Motion carried.

- Financial Report for October 2009 reviewed by Soneson. See attachment

**REPORTS**

- Medical Staff Report – Dr. Tomhave noted that the Medical Staff met on November 23, 2009 they reviewed the Tissue, UR, PEER Review and C&O reports. There are no new issues. Dr. Scott Frankforter, Laboratory Director out of SFMC, gave a blood utilization report. He noted that adequate documentation is needed for blood transfusions. The nursing staff requested approval on a RhoGAM and Intraosseous Device policy. A new Outpatient clinic will begin after the first of the year with Dr. George Adam, OBGYN. He will be here two days a month.
  - Credentials - None
- Administrators Report - Reviewed by Wick. See attachments
- CQI Position Status – We have hired Randy Boltz for the Quality/Safety/Infection Control Position – He will begin December 14, 2009. He has a background in Quality. He will have to be trained in Infection Control. We will develop an orientation with various areas of the hospital to help him get orientated.

**OLD BUSINESS**

- Window project on “old” hospital – A motion was made by Tagge and supported by Greenway to move forward with State Glass for the window replacement. We will ask that they order the windows now and replace them as the weather allows, completing project by April of 2010. See attachments

**OLD BUSINESS Con't**

Aye: Schroeder, Rasmussen, Steenson, Greenway, Tagge

Nay: None

Motion carried.

- Status of F.Y. 2010 Capital - Discussed
- "Donation" to Employees with Catastrophic need – The Board would like this topic taken back to the Leadership Council for them to review; make it more usable by the staff.
- Privatize E.R. Waiting Area – The Board has asked that the Maintenance and Nursing Departments look this over; looking at adding film to the glass, add blinds, etc. They will report back at the next Board meeting.

**NEW BUSINESS**

- Chad Jeffry and Corby Schulte joined the meeting at 10:14 to discuss the I.T Proposal that is attached. A motion was made by Tagge and supported by Greenway to move forward with the enclosed proposal.

Carol Schroeder left the meeting at 10:45

Aye: Rasmussen, Steenson, Greenway, Tagge

Nay: None

Absent: Schroeder

Motion carried.

- Strategic Planning – Reviewed Strategic Planning Engagement as attached.
- Pharmacy Consulting Services Proposal – A motion was made by Tagge and supported by Steenson to move forward for further consideration on the pharmacy consulting services.

Aye: Rasmussen, Steenson, Greenway, Tagge

Nay: None

Absent: Schroeder

Motion carried.

- Capital Equipment – EKG Equipment – A motion was made by Tagge and supported by Greenway to purchase the proposed EKG equipment as attached.

Aye: Rasmussen, Steenson, Greenway, Tagge

Nay: None

Absent: Schroeder

Motion carried.

The meeting was adjourned at 11:15 A.M.

Carol A Schroeder  
Carol Schroeder, President

Harriet Steenson  
Harriet Steenson, Secretary