

**HOWARD COUNTY MEDICAL CENTER
BOARD OF TRUSTEES**

October 31, 2011

ROLL CALL, QUORUM

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

The meeting was called to order by Carol Schroeder at 8:02 A.M. A Quorum was declared. Meeting was postponed from original date of 10-26-11 due to lack of a quorum, notification was posted on the hospital entrances, 5 days in advance.

- 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 September 28, 2011 meeting with corrections.

Aye: Schroeder, Rasmussen, Steenson

Nay: None

Motion carried.

- Financial Report for September 2011 reviewed by Parish. See attachment
- EDI (Electronic Data Interchange) – Discussed the need for the EDI software system, this system will do an edit check on a bill before it is submitted. His goal is to have this purchased and in place by January 1, 2012. This process will be billed on a per claim fee. This software will be able to be used on either the Healthland or Meditech systems. Once contract negotiations are complete Parish will present the software to the board for approval.

REPORTS

- Medical Staff Report – Kramer reported that the medical staff approved the consult for treatment policy. At their monthly clinic meeting, they discussed the 7a to 7p clinic hours, Monday to Thursday; starting January 1, 2012. It was noted that a good marketing system will need to be done on this subject. Johnson noted that it had already started.
 - Credentials - A motion was made by Rasmussen and supported by Steenson to approve the reappointments of Molly Johnson, M.D., OBGYN; Brent Keenportz, M.D., Pathology; Kathryn Kenna, M.D., OBGYN; Laurence Hanigan, M.D., Radiology; Angela Brennan, M.D., Family Practice; and appointment of Debra Topp, CRNA.

Aye: Schroeder, Rasmussen, Steenson

Nay: None

Motion carried.

- Administrators Report - Reviewed by Johnson.

REPORTS – con’t

- Quarterly Report – Randy Boltz submitted his compliance report for review. See attachment

OLD BUSINESS

- EMR Computer System – Johnson reiterated that all of the previously approved guidelines have been followed and or completed per past meeting decisions; the financing agreement has been signed by the county commissioners, president and secretary of the board as well as the contract being signed by the board president.
- Emergency Room remodel plan – A preliminary plan was presented to the board for their viewing. Lacy Construction is working on a formal document. This will be presented at the November meeting. See attachment
- Gutters/Soffett – A motion was made by Steenson and supported by Rasmussen to approve the estimate for soffit and gutter repair from Obermiller Seamless at a cost of \$16,526.88. See attachment

Aye: Schroeder, Rasmussen, Steenson

Nay: None

Motion carried.

NEW BUSINESS

- Board Member – discussed a direction to follow in recruiting a new board member. Johnson will report back at the November meeting.

EXECUTIVE SESSION

- A motion was made by Steenson and supported by Rasmussen to go into executive session, at 9:14 am, for the purpose of discussing a community matter.

Aye: Schroeder, Rasmussen, Steenson

Nay: None

Motion carried.

- A motion was made by Rasmussen and supported by Steenson to come out of executive session at 9:22 am.

Aye: Schroeder, Rasmussen, Steenson

Nay: None

Motion carried.

No action taken in executive session.

The meeting was adjourned at 9:25A.M.