

**HOWARD COUNTY MEDICAL CENTER  
BOARD OF TRUSTEES**

**September 28, 2011**

**ROLL CALL, QUORUM**

Members present: Carol Schroeder, Chairperson; Carol Rasmussen, Vice-Chairperson; Harriet Steenson, Secretary; William Greenway, Treasurer; Steven Stebbing, Member. 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 Schroeder at 8:00A.M. A Quorum was declared. Notification was published in the Phonograph Herald.

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

Aye: Schroeder, Rasmussen, Steenson, Greenway

Nay: None

Motion carried.

- Minutes - A motion was made by Rasmussen and supported by Greenway to accept the minutes of the August 24, 2011 meeting.

Aye: Schroeder, Rasmussen, Steenson, Greenway

Nay: None

Motion carried.

Steve Stebbing 0807

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

**REPORTS**

- Medical Staff Report – Dr. Kramer noted that the Med Staff approved the Employee Health Standing Orders; Questionnaire for Quality as well as Nursing TB skin test policy.
  - Credentials – a motion was made by Rasmussen and supported by Greenway to approve the reappointments of Steven Schneider, General Surgery and Gregory Sextro, Orthopedics.

Aye: Schroeder, Rasmussen, Steenson, Greenway, Stebbing

Nay: None

Motion carried.

- Administrators Report - Reviewed by Johnson.
- Quarterly Report – The Foundation Quarterly report was reviewed. See attachment

**OLD BUSINESS**

- Refinance Bonds – Tom Parish discussed the process. See attachment
- Computer Contract – See Administrators report attached

Aye: Schroeder, Rasmussen, Steenson, Greenway, Stebbing

Nay: None

Motion carried.

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- Greeley Clinic RHC – See Administrators report attached
- Buildings & Grounds – The following projects are either just completed or in the process: Greeley Clinic roof has been completed; Curb for West parking lot is in process; ER concrete completed; Sidewalk on the South side of the building is in the process of being replaced; poles for additional signs have been purchased; ER Lab remodel plans reviewed, see attachment.

**NEW BUSINESS**

- CIO - The new CIO, Michael Brady, will begin on October 10, 2011
- Foundation Director – The new Foundation Director, Leigh Lillibridge, will begin on October 14, 2011
- Coufal Donation CD's – A motion was made by Rasmussen and supported by Stebbing to approve a minimum of two signers for Foundation CD's, Thomas Parish and William Greenway were appointed as signers.

Aye: Schroeder, Rasmussen, Steenson, Greenway, Stebbing

Nay: None

Motion carried.

- Board Meeting Date for December – A motion was made by Steenson and supported by Greenway to change the board meeting date for December to the 28<sup>th</sup>.

Aye: Schroeder, Rasmussen, Steenson, Greenway, Stebbing

Nay: None

Motion carried.

**EXECUTIVE SESSION – For the purpose of an emergency situation**

- A motion was made by Greenway and supported by Steenson to go into executive session at 9:05 am.

Aye: Schroeder, Rasmussen, Steenson, Greenway, Stebbing

Nay: None

Motion carried.

- A motion was made by Steenson and supported by Stebbing to come out of executive session at 9:37 am.

Aye: Schroeder, Rasmussen, Steenson, Greenway, Stebbing

Nay: None

Motion carried.

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- Action taken following the Executive Session: A motion was made by Stebbing and supported by Greenway to approve the property and vehicle insurances thru Christensen Insurance which expires on 10/18/11.

Aye: Schroeder, Rasmussen, Steenson, Greenway, Stebbing

Nay: None

Motion carried.

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

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Carol Schroeder, Chairperson

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Harriet Steenson, Secretary

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