

DECATUR COUNTY HOSPITAL BOARD OF TRUSTEES  
MEETING MINUTES  
MARCH 14, 2016  
5:30 P.M.

PRESENT: Guy Clark, Leon Kessel, Linda Chastain, Carrie Melcher, Rudy Evertsen  
Cayle Buckingham, Travis Miller

ABSENT:

OTHERS PRESENT: Suzanne Cooner, Jo Beth Smith, Tara Spidle, Andi Masters, Angie Wells,  
Samantha Cannon, Jodi Wharff, Bill Wharff, Shirley Hill, Charlene Hoover, Heather Selsor, Bill  
Heintz

**I. CALL TO ORDER**

Guy Clark called the meeting to order at 5:30 p.m.

**II. AGENDA APPROVAL**

It was moved by Rudy Evertsen and seconded by Cayle Buckingham to approve the agenda in accordance with the Code of Iowa Open Meetings Law. Motion carried.

**III. PUBLIC COMMENT**

Guy Clark stated a very nice letter was published in the paper about a patient's experience at Decatur County Hospital.

**IV. PUBLIC HEARING COUNTY BUDGET**

Guy Clark, Chairman of the Board of Trustees, opened the Public Hearing at 5:38 p.m. for comments on the proposed 2016-2017 Budget.

Guy Clark stated that timely notice of this public hearing has been published in the Leon Journal Reporter and asked the secretary for any written objections or comments. Cayle Buckingham reported there were no objections or comments received. Guy Clark then asked if there were any oral comments to the proposed budget from the public. Comments were made by Jodi Wharff, Bill Wharff, and Charlene Hoover. After all questions were answered, the Public Hearing was closed.

Linda Chastain made a motion to increase the current tax rate of 2.87 to 3.25. Rudy Evertsen seconded the motion. Leon Kessel called for a roll call vote. Voice Vote: Aye 4-(Clark, Evertsen, Chastain, Buckingham) Nay: 3-(Kessel, Melcher, Miller). Motion carried.

**V. CONSENT AGENDA**

It was moved by Linda Chastain and seconded by Cayle Buckingham to approve the following Consent Agenda items: (1) Meeting Minutes January 25, 2016 ; (2) January/February Accounts Payable \$456,133.02/\$587,918.77 (3) Payroll January/February 2016 \$4441,757.99/\$423,334.69 (4) Accounts Receivable write-offs January/February \$33,458.32/\$55,821.51

## **VI. BOARD BYLAW REVIEW/COMMITTEE ASSIGNMENTS**

The board reviewed the bylaws and committee assignments. No changes were made. A motion was made by Rudy Evertsen and seconded by Leon Kessel to approve the bylaws and committee assignments. Motion carried.

## **VII. CEO/QUALITY/RISK MANAGEMENT REPORT**

DCH engaged the services of Legato Marketing to assist with a marketing plan for the organization. The initial plan is being finalized and will be presented at the next board meeting.

Eugene Yoder, ER Nurse Practitioner, set an all-time record for number of patients seen in a 5-day period by providing care for 54 patients.

Plans are underway to initiate a Coumadin Clinic at DCH as soon as possible.

We are currently examining the feasibility of changing our electronic health record to another vendor. This is a long process and just in the initial stages of review.

DCH is actively involved in the planning process for RAGBRAI which is anticipated to require extensive medical resources to be in place during the overnight stay in Leon.

The DNR grant was submitted for the old Clinic Building. We are awaiting word on whether we will be awarded the grant.

DCH has signed the Medicaid MCO contracts for AmeriHealth Caritas, Amerigroup, and UnitedHealth Group.

The Risk Management and Quality reports were reviewed.

## **VIII. FINANCIAL REPORT**

Tara Spidle presented the financial report for the month of January. Total operating revenue for January was \$1,002,018 with operating expenses totaling \$1,054,014. Non-operating revenue was \$58,833. Net income for the month was \$6,837. Year to date net loss is (\$388,029).

Tara Spidle presented the financial report for the month of February. Total operating revenue for February was \$993,797 with operating expenses totaling \$1,031,339. Non-operating revenue was \$58,040. Net income for the month was \$20,498. Year to date net loss is (\$367,531).

A motion was made by Travis Miller and seconded by Cayle Buckingham to approve the financials for January and February 2016. Motion carried.

## **IX. ACTION ITEMS:**

The board received a list of Dietary Surplus and lab surplus. A motion was made by Linda Chastain and seconded by Travis Miller to approve the Dietary Surplus. Motion carried.

A motion was made by Cayle Buckingham and seconded by Travis Miller to approve the Lab Surplus. Motion carried.

A new regulation requires formal approval of the HIM Director/Privacy Officer by the board. A motion was made by Linda Chastain and seconded by Leon Kessel to approve the Board Appointment of Tara Foster, as the HIM Director/Privacy Officer. Motion Carried.

**X. PAC POLICY APPROVAL**

It was moved by Carrie Melcher and seconded by Rudy Evertsen to approve the revised PAC policies and procedures as approved and recommended by the Professional Advisory Committee. Motion carried. (See minutes of the PAC meeting for a list of the said policies and procedures).

**XI. CLOSED SESSION 21.51L PATIENT CARE QUALITY/PROCESS IMPROVEMENT**

At 6:37 p.m. a roll call vote was called to go into closed session to discuss Patient Care Quality and Process Improvement Initiatives; Closed Session 21.51. Guy Clark – aye; Rudy Evertsen – aye, Linda Chastain – aye; Cayle Buckingham – aye; Leon Kessel – aye; Travis Miller – aye; Carrie Melcher- aye  
The Board returned to open session at 7:12 p.m.

**XII. ADJOURNMENT**

The meeting adjourned at 7:13 p.m.

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Cayle Buckingham, Secretary