

COMMUNITY MEMORIAL HOSPITAL
REDFIELD, SD 57469
BOARD OF GOVERNORS MEETING

August 29, 2016

The Community Memorial Hospital Board of Governors held their regular Board meeting on August 29, 2016 in the Board Room at Community Memorial Hospital.

Board members present: Bonnie Wagner, Richard Gallup, Ted Williams, Corey Baloun, Joe Morrissette and Matthew Owens, M.D.

Board members absent: None.

Others present: Michael O'Keefe, CEO/Administrator, Tom Snyder, Avera Vice-President of Managed Facilities, Judy Carroll, Administrative Assistant, Gabe Gehrke, PA, Kristine Wren, MD and Shiloh Appel @7:00p.m. Exit @ 7:02p.m.

President Bonnie Wagner called the meeting to order at 6:30 p.m.

A motion was made by Ted Williams to approve the minutes of the regular Board of Governors meeting held on July 25, 2016, seconded by Corey Baloun. Motion carried.

The Board of Governors reviewed the Community Memorial Hospital Medical Staff's minutes from the July 18, 2016 meeting and placed on file.

Financial Report:

Michael O'Keefe, CEO presented the July 2016 financial reports to the Board for review.

July 2016 Accounts Payable/Accounts presented to the Board for payment: \$656,999.12.

July 2016 Payroll & Benefits for CMH Campus with Accruals: \$569,047.00.

Joe Morrissette made a motion to approve the July 2016 financial reports upon the correction of the Statistical report, seconded by Richard Gallup. Motion carried. Corey Baloun not voting.

CEO Report by Michael O'Keefe:

Michael O'Keefe, CEO stated the City of Redfield is updating their website and the hospital and clinic have a link under the city's site. The Directors are revising their department's information and we will be making revisions on the website and have a new look.

CEO O'Keefe reported that the Bedside Medication Verification program will go live September 6th. The BMV program will allow the medications' bar code to be scanned and for better patient care.

The new Drager cardiac monitor will be arriving in September and training for staff will be scheduled on September 19th and 20th and will go live on September 21st. This is another improvement in patient care.

Michael O'Keefe, CEO received notification from CMS that Community Memorial Hospital will be receiving a settlement of \$222,607 for the December 31, 2015 cost report submitted.

Michael O'Keefe, CEO informed the Board that SDAHO is offering a one-day registration fee rate for board of trustee members who would like to attend the convention on Thursday, September 22nd. Contact Judy Carroll for her to make your reservation to attend the convention.

CEO O'Keefe explained Dakotacare's announcement regarding Sanford Health ending its participation in their provider network. Patients who receive services at Community Memorial Hospital and the Redfield Clinic will not be affected by Sanford Health's decision.

The CMH/C Foundation is sponsoring their GALA event fundraiser on November 12th at the Redfield Armory.

Old Business:

Bonnie Wagner said she will explore the possibility of a midlevel to serve on the Board.

The Medical Staff Board appointment will be placed on September's Board agenda.

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New Business:

Michael O'Keefe, CEO presented to the Board applications for appointment to the Courtesy Medical Staff to review from John Berg, MD, Dave Holman, MD and John Adams, MD.

Matthew Owens, MD made a motion to approve the applications to the Courtesy Medical Staff as presented, seconded by Ted Williams. Motion carried.

CEO O'Keefe presented the Profession Services Agreement between Avera St. Luke's and Redfield Community Memorial Hospital for Avera St. Luke's to provide accounting, financial and cost report services for Community Memorial Hospital. Corey Baloun made a motion to approve the Professional Services Agreement, seconded by Ted Williams. Motion carried.

Michael O'Keefe, CEO presented the 2017 Budget to the Board for review. After a lengthy discussion, Corey Baloun made a motion to approve the 2017 Budget as presented, seconded by Joe Morrisette. Motion carried.

The Surplus list was presented to the Board to review and approve. Richard Gallup made a motion to approve the Surplus list, seconded by Ted Williams. Motion carried.

Other Business or Concerns:

Dr. Matthew Owens inquired about the analysis of patient fees and charges. Michael O'Keefe stated that he received a proposal from Eide Bailly to conduct a charge master review. The state has a grant available in a couple months that would fund the majority of the cost of the review. We will apply for the state grant when it comes available.

Dr. Kristine Wren conveyed her concern regarding the federal designation of Community Memorial Hospital as a critical access facility. Dr. Wren stated that the Jamestown Regional Medical Center designation as a critical access facility was in jeopardy because it was too close to the State hospital but was able to continue their critical access designation. The SDDC facility would not be a factor for Community Memorial Hospital's critical access designation.

The next regular Board of Governors meeting will be held on September 26, 2016 @ 5:15 p.m.

7:40 p.m.: Meeting adjourned.

7: 43 p.m.: Exit Kristine Wren, MD, Gabe Gehrke, PA, Michael O'Keefe, and Judy Carroll.

7:55 p.m.: Ted Williams made a motion for Tom Snyder and the Board to enter executive session to discuss personnel issues, seconded by Richard Gallup. Motion carried.

8:20 p.m.: Enter Michael O'Keefe

8:40 p.m.: Exit Matt Owens, MD.

9:00 p.m.: Exit Executive Session.

Richard Gallup made a motion to approve the Physician Assistant Employment Agreement between the City of Redfield d/b/a Redfield Clinic and Heidi Gehrke, PA-C, seconded by Ted Williams. Motion carried.

Corey Baloun made a motion to approve the Nurse Practitioner Employment Agreement between the City of Redfield, d/b/a Redfield Clinic and Andrea Rische, NP, seconded by Joe Morrisette. Motion carried.

Joe Morrisette made a motion to approve the Physician Assistant Employment Agreement between the City of Redfield, d/b/a Redfield Clinic and Mary Wipf, PA-C, seconded by Ted Williams. Motion carried.

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In accordance with the Partners in Health Management Agreement the Administrators are reviewed on an annual basis to discuss accomplishments within the previous year as well as to plan for the future. Michael O'Keefe, CEO/Administrator's evaluation results from the Board, Directors, and the Providers were reviewed by the Board. Corey Baloun made a motion to approve a 3% salary increase for CEO/Administrator Michael O'Keefe upon the City's approval effective September 11, 2016, seconded by Richard Gallup. Motion carried.

The Board recognized and thanked Michael O'Keefe for his accomplishments and hard work this past year at Community Memorial Hospital.

The Board directed Michael O'Keefe to execute and finalize the Providers remaining contracts.

9:09 p.m. Meeting adjourned.

Judy Carroll, Administrative Assistant
For Joe Morrissette, Secretary