

COMMUNITY MEMORIAL HOSPITAL  
REDFIELD, SD 57469  
BOARD OF GOVERNORS MEETING

February 29, 2016

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

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

Board members absent: Matthew Owens, MD.

Others present: Michael O'Keefe, CEO/Administrator, Bill Boyer, CFO, and Judy Carroll, Administrative Assistant.

President Bonnie Wagner called the meeting to order at 4:30 p.m.

A motion was made by Ted Williams to approve the minutes of the regular Board meeting held on January 25, 2016, seconded by Joe Morrissette. Motion carried.

**Financial Report:**

CFO Bill Boyer presented the January 2016 Financial Reports to review.

CMH January 2016 Accounts Payable/Accounts presented to the Board for payment: \$507,984.05.

January 2016 Payroll & Benefits for CMH Campus with Accruals: \$550,945.00.

Corey Baloun made a motion to approve the Financial Reports January 2016, seconded by Ted Williams. Motion carried.

**CEO Report by CEO/Administrator Michael O'Keefe:**

Michael O'Keefe, CEO reported that an All Staff Employee Satisfaction survey has been emailed to the employees. The Employee Engagement Survey runs February 22 through March 18<sup>th</sup>. This survey is through HealthStream who provides confidential surveys to enable organizations to set benchmarks, pinpoint gaps in their facilities and improve the workplace environment. HealthStream also conducts surveys from Inpatients that have been discharge to their homes. The hospital will receive quarterly patient satisfaction reports. Our employee education will be offered online and set up through HealthStream. HealthStream has training scheduled to set up the online employee education the first week of April.

CEO Michael O'Keefe stated that 80% of the kitchen flooring has been installed. A compressor was moved from inside the kitchen area to the outside of the building. The kitchen area should be completed by the end of the week and the appliances installed. The Eastern Star Home has been so helpful during our kitchen remodel project by supplying our patients' meals.

**Old Business:**

CEO O'Keefe reported 100% of the employees and staff completed the Compliance Education on HIPPA, patient confidentiality, medical records confidentiality and proper handling of patient information.

Michael O'Keefe, CEO reminded the Board to register for the Avera Rural Leadership Conference scheduled for March 31<sup>st</sup> in Sioux Falls. Bonnie Wagner and Ted Williams will be attending the conference.

**New Business:**

Michael O'Keefe, CEO presented Adrian A. Cordovi, MD's application for appointment to the Courtesy Medical Staff for Locum Tenen privileges to the Board for review. Richard Gallup made a motion to approve Dr. Adrian A. Cordovi's application for appointment to the Courtesy Medical Staff, seconded by Corey Baloun. Motion carried.

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CEO Michael O'Keefe presented the purchase agreement for the Siemens 64-slice CT scanner for \$398,000.00 to the Board for review. Michael O'Keefe informed the Board that Community Memorial Hospital received a \$397,100.00 grant from The Leona M. and Harry B. Helmsley Charitable Trust's Rural Healthcare Program towards the purchase of the new 64-slice CT scanner. After a lengthy discussion, Joe Morrissette made a motion to approve the purchase agreement for the Siemens 64-slice CT scanner, seconded by Corey Baloun. Motion carried.

Michael O'Keefe, CEO presented the Diabetes Self Management Program manual to the Board for review. Ted Williams made a motion to approve the Diabetes Self Management Program manual, seconded by Richard Gallup. Motion carried.

**Other Business or Concerns:**

The date for the March Board meeting was discussed. The Board of Governors meeting will be held on Monday, March 28, 2016 at 4:30p.m.

Joe Morrissette made a motion to adjourn the meeting, seconded by Richard Gallup. Motion carried.

5:03 p.m.: Meeting adjourned.

5:03 p.m.: Exit Bill Boyer and Judy Carroll.

5:05p.m.: Richard Gallup made a motion for Michael O'Keefe and the Board to enter executive session to discuss personnel issues, seconded by Joe Morrissette. Motion carried.

6:25 p.m.: Enter Matthew Owens, MD

6:45 p.m.: Exit Executive Session.

No action taken.

6:46p.m. Meeting adjourned.

The next Board of Governors meeting will be held on March 28, 2016 at 4:30 p.m.

Judy Carroll, Administrative Assistant  
For Joe Morrissette, Secretary