



Board of Directors' Meeting of Thursday, October 25, 2018

Call to Order

The meeting of the Board of Directors of Henry Hospital District was called to order by Treasurer DeSmith at 7:00 p.m. in the hospital conference room. Members present were: Directors Ann DeSmith, Janelle Pettit, Denise Ward, Dr. Don Ford, and Jack Schindwein. Director James Mickley participated by speakerphone. The following board members had an excused absence: Duane Olson, Julie Atwell and Mike Zerull. Also, in attendance were Mark Kuhn, Chief Executive Officer, Mike Lieb, HealthTech Vice President; Kevin Stringer, HealthTech Vice President; Laura Domino, Vice President of Patient Care Services; Jodie Criswell, Vice President of Fiscal Services; Lisa DeKezel, Vice President of Physician and Outpatient Services; and Kathy Tank, Executive Assistant.

Medical Staff

Kevin Jeffries, M.D. was not present. Mark Kuhn referred to the executive medical staff minutes in the board packet. Mark announced that the quarterly medical staff meeting will be held on Tuesday, November 6.

Consent Agenda

Treasurer DeSmith referred to the following consent agenda:

- a. Executive Medical Staff meeting minutes of October 17, 2018
- b. Foundation Board meeting minutes of October 2, 2018
- c. Board meeting minutes of September 27, 2018
- d. Closed Session minutes of September 27, 2018
- e. Executive Home Health Advisory meeting minutes of July 25, 2018
- f. Operations Review
- g. Community Support Report

A **motion** was made and seconded: To approve the consent agenda. The **motion passed.**

Education

Meditech MPM Overview

Jodie Criswell and Lisa DeKezel gave a presentation on the Meditech MPM (Medical Practice Management) implementation and functionality. Jodie reviewed the timeline for the implementation of the electronic health record with the process beginning in February and the go-live date on September 4. She noted that Meditech said that the timetable couldn't be done, and the team succeeded in meeting deadlines. She recognized that Wendy Wiesbrook, Rhonda Rice and Heather Henry did an amazing job with implementation and worked well together. Since go-live, Health Information has reviewed 100% of all claims and on any issues, they have worked with the provider to ensure proper coding. Jodie referred to the schedule of original cost estimates compared to the actual costs. Original estimates were met

with only two smaller additional items impacting the project financials. The clinic also moved to zero-client devices. There was also additional expense for Recondo software for insurance validation and software to validate prescription and drug usages. This replaces the Zyrmed system currently utilized at the clinic.

Lisa DeKezel provided examples of the documentation and provider workflow. She stated that she is very proud of the team leaders and the RHP staff for meeting the go-live date. She reviewed what MPM software can share with Meditech 6.0 and noted that no upgrades are available for the MPM, so the next upgrade available is to move both the office and hospital systems to Meditech 6.1 with integration capability. Lisa shared that the biggest project is scanning the documents, which is very time consuming and requires manual data entry as well. She shared the next steps are to implement the electronic controlled substance prescription process, prescription verification/drug monitoring, establish and monitor scorecard and benchmarks, and continue to optimize workflow process improvement. Discussion ensued. Mark commended Jodie and Lisa for leading and guiding the team and stated that they were instrumental in the implementation of the MPM project.

Committee Reports

Finance Committee

Director DeSmith stated that the finance committee was held prior to the board meeting. There was one action item. The finance committee recommended approval to purchase three tourniquet machines, at a total cost of \$30,663. A **motion** was made and seconded: To approve the purchase of a bone densitometry machine, at a total cost of \$30,663. On a roll call vote the **motion passed** unanimously.

Director DeSmith stated that the finance committee received the September financials and approval of the Medicare Cost Report was postponed. No action was required.

Strategic Planning Committee

Director Pettit stated that the strategic planning committee met last week. She referred to the management action plan – third quarter update in the board packet. She commended the management team for the progress. She highlighted some of the discussion items:

- 25 primary care providers within 20-mile radius
- IHA CompData information disclosed Geneseo, Cambridge and Annawan residents #1 healthcare choice is Hammond-Henry. Reports were also shared regarding the Orion, Wyoming and Kewanee market share.
- Committee recommended to offer walk-in clinic hours at the Cambridge clinic.
- Genesis pathologist s transition on October 21
- LED exterior signage being considered.

A **motion** was made and seconded: To approve the management action plan 3rd quarter update. The **motion passed**.

Quality Council

Lisa referred to the quarterly quality report in the board packet. She shared highlights from the report, including favorable performance for the period. A **motion** was made and seconded: To approve the quarterly quality report. The **motion passed**.

Administrative Reports

Physician and Outpatient Services

Lisa DeKezel referred to the physician and outpatient report in the board packet. Lisa proudly announced that Rebecca Hutchinson, R.N. received an ICAHN “Four Under Forty” young hospital leadership award, and she will be recognized at the upcoming ICAHN conference. Lisa reported that preparation has been underway for Illinois Provider Trust (IPT) Risk Exposure Adjustment Program (REAP) audit. This program provides opportunity to earn insurance premium credit. Lisa stated that the Annawan Clinic has potential to relocate to a new site and cost estimates should be received soon. The goal is to become rural health clinic certified and to also install radiology equipment. A proposal will be presented at the November board meeting and will include more details on the build out costs and a potential new lease. Lisa stated that Wendy Wiesbrook recently attended NARHC (National Association of Rural Health Clinics) conference and she passed the exam and received certification as a CRHP (Certified Rural Health Professional).

HealthTech/CEO Report

Mark Kuhn referred to his CEO report in the board packet. He also reported that there has been a smooth transition with the new pathologist group. He announced that the USDA, \$1M, 10-year loan at zero percent interest was approved and the funds should be received November 2018. He stated that the guaranteed cost for the ED project will be received next Wednesday and is hopeful it will be close to the estimate of \$1.3M. Mark updated the board on the solar project and stated that we have been offered a \$257,000 grant from the Illinois Clean Energy Foundation and we have one month to decide if we can use the funds. More research will be done to determine if there is payback and merit.

Patient Care Services Report

Laura Domino referred to the patient care services report and shared a few updates. She reported that the 340B program is ready to launch. She recognized Heather Henry, Rhonda Rice, and Chuck Pierce for their work on this project for the past several months. There will be webinar education and onsite go-live training has been rescheduled. She stated that this program will be heavily audited to validate and verify compliance. She stated the next portion is to move into retail pharmacies and Macro Helix will help secure local pharmacy contracts. Laura also reported that the pain management program is going well with 11 patients and two procedures during the last clinic. Rich Maynard, C.R.N.A. will present at the next Women’s Health Series.

Shining Star

Kathy Tank announced that McKenzie Carey, CNA, was the November Shining Star recipient and the admitting department won the November Team Award.

Board Action

Tax Levy Ordinance No. 248

Jodie requested the approval of Tax Levy Ordinance No. 248 to assist in maintaining the hospital’s budgeted revenue stream. The request is for a 4.99% increase from the previous year for a projected \$676,409. This will partially offset the hospital’s budgeted annual IMRF expense of \$1,220,016. Discussion ensued. Treasurer DeSmith asked for a motion to

approve the tax levy ordinance. A **motion** was made and seconded: To approve Tax Levy Ordinance No. 248. On a roll call vote the **motion passed**.

Approval of September Bills

Treasurer DeSmith referred to the bills. The total bills for the month of September are \$3,879,587.02. A **motion** was made and seconded: To approve payment of the bills for the month of September in the amount of \$3,879,587.02. On a roll call vote the **motion passed** unanimously.

Recess to Closed Session

A **motion** was made and seconded: To recess to closed session at 8:34 p.m. to discuss credentialing of physicians or other healthcare professionals. On a roll call vote the **motion passed** unanimously.

Reconvene into Regular Session

A **motion** was made and seconded: To reconvene the regular meeting of the Board at 8:42 p.m. The **motion passed**.

Credentialing of Physicians or Other Healthcare Professionals

A **motion** was made and seconded: To approve the medical staff appointments and reappointments that were discussed in closed session. All appointments/reappointments will be effective October 30, 2018. The **motion passed**.

Adjournment

A **motion** was made and seconded: To adjourn the meeting at 8:44 p.m. The **motion passed**.

Respectfully submitted by,

Kathy Tank
Executive Assistant