

**LEWIS COUNTY HOSPITAL DISTRICT NO. 1
BOARD OF COMMISSIONERS' MEETING**

April 22, 2015 at 4:00 p.m.
Morton General Hospital
Conference Room 1 & 2

MINUTES

PRESENT: Commissioner Marc Fisher, Secretary Kenton Smith, Board Chair Sheri Hendricks, Commissioner Judy Ramsey, Commissioner Ross Jones, Emergency Interim CEO Dr. Kevin McCurry and Executive Assistant Shana Garcia.

CALL TO ORDER

Board Chair Hendricks called the meeting to order at 4:05 p.m.

APPROVAL OR AMENDMENT OF AGENDA

Commissioner Ramsey requested to amend the agenda by adding to evaluate the qualifications of an applicant for public employment to the first executive session.

Commissioner Fisher made a motion to approve the agenda as amended. Commissioner Ramsey seconded and the motion passed unanimously.

COMMENTS & REMARKS

Commissioners: No commissioner comment.

Audience: No public comment.

EXECUTIVE SESSION

Executive Session began at 4:05 p.m. for forty five minutes to review the performance of a public employee and to evaluate the qualifications of an applicant for public employment. Executive session was extended by 15 minutes. Executive session ended at 5:05 p.m. No decisions were made.

At 5:05 p.m. Board Chair Hendricks requested a five minute break.

The board returned to open session at 5:10 p.m.

CONSENT AGENDA

The Consent Agenda included the following:

Minutes of the **March 25, 2015** Regular Board Meeting (*Action*)

Minutes of the **April 20, 2015** Finance Committee Meeting (March) (*Action*)

Warrants **61352-61428** in the amount of **\$1,872,511.27** dated March 2015 (*Action*)

Commissioner Ramsey made a motion to restate that on page eight of the March 25, 2015 board packet to list out the committee appointment changes. Secretary Smith seconded and the motion passed unanimously.

Committee Appointments: Each of the commissioners agreed with the updates as follows:

2015 Organization & Officers of the Board of Commissioners

Board Chair: Sheri Hendricks

Board Secretary: Kenton Smith

| Committee | Administration Rep. | Board Rep. | Committee Chair |
|--------------------|---------------------|----------------------------|-----------------|
| Finance | CFO | Judy Ramsey | Ross Jones |
| QI Oversight | CQO | Judy Ramsey | Marc Fisher |
| Bylaws | CEO | Kenton Smith | Marc Fisher |
| Plant Planning | COO | Marc Fisher | Ross Jones |
| Strategic Planning | CEO | All Board of Commissioners | NA |

| Other Board Representation | Board Rep |
|----------------------------|-------------|
| Foundation | Marc Fisher |
| State Representation | Ross Jones |

OLD BUSINESS

Re-Districting by Population: The board members had more discussion about re-districting by population. The board will work with Gary Hurley at the county to redistrict for 2016, as we are close to the filing date of the week of May 11th-15th to make any adjustments for this year.

Regular Board Meeting-Option of a 2nd Meeting each Month: Commissioner Ramsey made a motion to have a second regular board meeting the second Wednesday of each month. Commissioner Jones seconded and the motion passed unanimously.

Revision to March 11, 2015 Special Board Meeting Minutes: Commissioner Ramsey made a motion to restate the action as the attorney recommendation as follows, "The board returned to open session at 11:05 a.m. Commissioner Fisher made a motion to provide notice to Superintendent Whitmer today that his employment would be terminated without cause effective June 10, 2015, as per his Employment Contract, and that he was immediately relieved of all his duties. Commissioner Ramsey seconded and the motion passed unanimously." Commissioner Jones seconded and the motion passed unanimously.

Removing Public Hospital District Superintendent-Resolution 15-10: Commissioner Fisher made a motion to approve **Resolution 15-10**. Secretary Smith seconded and the motion passed unanimously.

NEW BUSINESS

Hospital Policy-Public Records Act-Fee Policy: Board Chair Hendricks requested that Shana Garcia update the board on the pending public record requests that the hospital has received. The board members reviewed adding additional charges to the public records request form. Commissioner Ramsey shared an example of the fee schedule that Summit Pacific is currently utilizing. Shana Garcia will update the form that we request to be completed when a public records request is made to reflect the new charges. The revised form is located on the hospital's website.

Board Policy-Exempt, Non-Union Employee Contract Review: The board discussed being involved in reviewing exempt, non-union employee contract. The board agreed that it is a function that needs to stay within the operations of the hospital. In turn, the board will not have a policy; however, administration will inform the finance committee of the direction of these contracts in Finance Committee.

Approving a Line of Credit-Resolution 15-11: Administration is in the process of researching where we go to get a line of credit, as well as for what amount we need. The board decided not to sign Resolution 15-11, as we are in the preliminary stages of pursuing a line of credit.

Commissioner Jones made a motion to approve that administration pursues a line of credit. Commissioner Ramsey seconded and the motion passed unanimously.

DR. MCCURRY'S REPORT

Dr. McCurry highlighted the following physicians:

- Dr. Ho, our newest physician, is being well received by both the staff and our patients.
- A Nurse Practitioner is starting on May 11, 2015, at the Riffe Clinic.
- Daryl Conklin will be starting back on April 27, 2015, at the Randle Clinic.

As far as, future recruiting is concerned, our retained recruiters recommended that we do a new emailing list. Administration agreed since we did adjust the job description, as well as the compensation package to be more in line with the market.

The board of commissioners thanked Dr. McCurry for everything he has done so far as the Emergency Interim CEO.

BOARD COMMITTEE REPORTS

Financial Report: Administration introduced our new Fiscal Consultant, Geoff Hamilton. Geoff came on board with the hospital on April 20, 2015.

Bylaws Committee Report: Commissioner Fisher and Secretary Smith will continue to review the board bylaws.

Hospital Foundation Report: An upcoming foundation event called "Ladies Who Lunch" is on April 25, 2015, at 10 a.m. located in the upstairs of the hospital. The hospital can accommodate 125 ladies and so far there are 75 to 80 reserved.

At 6:15 p.m. Board Chair Hendricks requested a fifteen minute break.

EXECUTIVE SESSION

Executive Session began at 6:30 p.m. for one hour to evaluate the qualifications of an applicant for public employment and to review the performance of a public employee. Executive Session ended at 7:20 p.m. No decisions were made.

The board returned to open session at 7:20 p.m.

Commissioner Jones made a motion to use the hospital's attorney to send the separation papers to Seth Whitmer's attorney, Henderson Law Group. Commissioner Ramsey seconded and the motion passed unanimously.

Commissioner Fisher made a motion to offer Bob Campbell the Interim CEO position at 40 hours/week. Commissioner Ramsey seconded and the motion passed unanimously.

Commissioner Jones made a motion to offer Dr. Kevin McCurry \$400.00/week retroactive as temporary CEO. Commissioner Fisher seconded, Commissioner Ramsey abstained and the motion passed.

ADJOURNMENT

Commissioner Fisher moved and Commissioner Jones seconded to adjourn the meeting at 7:35 p.m. The motion passed unanimously.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Kenton Smith". The signature is stylized with a large initial "K" and a long, sweeping underline.

Kenton Smith
Board Secretary