

**SPARTA COMMUNITY HOSPITAL
BOARD OF DIRECTORS MEETING MINUTES**

The regular monthly meeting of the Board of Directors was held on February 19, 2019 in the Board Room of Administration.

Members Present Included: Kevin Wilson, Gary Stephens, John Clendenin, Chris Haury, Alene Holloway, Lynette Jalivay, Claudia Kerens and Kay Hapke

Members Absent: Dennis Ernsting

Non-Members Present: Joann Emge, Susan Gutjahr, Kelsey Diskey and Alisha Otten

The meeting was called to order at 7:00 pm by Mr. Wilson.

Item	Action
Minutes <ul style="list-style-type: none"> • Approval of the January 15, 2019 minutes. 	Mr. Clendenin motioned to approve the January 15, 2019 minutes. Ms. Kerens seconded. Motion carried.
Financials <ul style="list-style-type: none"> • Mr. Stephens shared the treasurer’s report. • Joann Emge shared the financials for the month of January 2019. 	Mr. Haury motioned to approve the treasurer’s report subject to audit. Ms. Kerens seconded. Motion carried.
Physician’s Report <ul style="list-style-type: none"> • Dr. Beckemeyer shared the physician’s report. 	
CEO Report <ul style="list-style-type: none"> • Joann Emge shared the CEO report. • Susan Gutjahr shared the annual compliance report. 	
Executive Session <ul style="list-style-type: none"> • Susan Gutjahr left the meeting at 7:45 pm. • Dr. Beckemeyer left the meeting at 8:05 pm. 	Ms. Kerens motioned to go into Executive Session at 7:45 pm for the purpose of discussing litigation and employee matters. Mr. Clendenin seconded. Motion carried.
Regular Session	Mr. Stevens motioned to return to Regular Session at 8:20 pm. Ms. Kerens seconded. Motion carried.
Committee Reports <u>Finance Committee</u> <ul style="list-style-type: none"> • Mr. Stephens shared the highlights from the Finance Committee Meeting. <u>Quality Council</u> <ul style="list-style-type: none"> • Ms. Holloway shared the highlights from the Quality Council Meeting. <u>Credentialing Committee</u> <ul style="list-style-type: none"> • Mr. Clendenin shared the appointment and reappointment applications for approval. 	

<p>Old Business – None</p>	
<p>New Business</p> <p><u>Executive Session Minutes for Approval/Release/Deferment</u></p> <ol style="list-style-type: none"> 1. January 21, 2014 2. August 19, 2014 3. February 17, 2015 4. August 16, 2016 5. February 21, 2017 6. August 28, 2018 7. January 15, 2019 <p><u>Approval of Medical Staff Credentialing</u></p> <ul style="list-style-type: none"> • Appointments: <ul style="list-style-type: none"> ○ Vonda Walker, CRNA – Anesthesia • Re-appointments: <ul style="list-style-type: none"> ○ Tony Chien, DO – Orthopedic Surgery ○ Steven Kurzweil, MD – General Surgery ○ Kathrine Whitehead, MD – Emergency Medicine ○ Robert Lee, MD – Vascular Surgery ○ Michael Barkoviak, MD – Pulmonology ○ David Blue, CRNA – Anesthesia 	<p>Ms. Kerens motioned to approve the January 15, 2019 Executive Session minutes. Ms. Holloway seconded. Motion carried.</p> <p>Ms. Kerens motioned to release the August 28, 2018 Executive Session minutes. Ms. Jalivay seconded. Motion carried.</p> <p>Ms. Kerens motioned to defer the January 21, 2014, August 19, 2014, February 17, 2015, August 16, 2016, and February 21, 2017 Executive Session minutes. Ms. Holloway seconded. Motion carried.</p> <p>Mr. Clendenin motioned to approve the appointment application for Vonda Walker, CRNA. Ms. Holloway seconded. Motion carried.</p> <p>Mr. Clendenin motioned to approve the re-appointment applications for Steven Kurzweil, MD, Kathrine Whitehead, MD, Robert Lee, MD, Michael Barkoviak, MD, and David Blue, CRNA. Ms. Holloway seconded. Motion carried.</p> <p>Mr. Clendenin motioned to conditionally re-appoint Tony Chien, DO. Roll call was applied:</p> <ul style="list-style-type: none"> • Ms. Jalivay: Yay • Ms. Holloway: Yay • Mr. Haury: Yay • Mr. Clendenin: Yay • Mr. Wilson: Yay • Mr. Stevens: Yay • Ms. Hapke: Yay • Ms. Kerens: Yay <p>All members of the board were in consensus to conditionally re-appoint Tony Chien, DO. Motion carried.</p>

Approval of Expenditures & Contracts

1. OR – Precision Laparoscopic Equipment

2. Mandy’s Cleaning – 8 Sites

3. Employee Health Plan Cost

4. TruBridge 1-Payment Service

5. Sleep Lab Director – Dr. Alam

Approval of Compliance Plan & Standards of Conduct

Approval of Committee Directors

- Dan Walker – Director of Safety Committee
- Ruth Holloway – Director of Quality/Risk Management/Infection Control
- Paul Mueller – HIPAA Security Officer
- Susan Gutjahr – HIPAA Privacy Officer and Compliance Officer
- Dr. Russell Coulter & Meredith Klausing – Directors of Antibiotic Stewardship Committee

Mr. Stevens motioned to approve the cost of \$147,750.15 for the Precision Laparoscopic Equipment. Ms. Holloway seconded. Motion carried.

Mr. Stevens motioned to approve the Annual cost of \$133,643.52 for Mandy’s Cleaning. Ms. Kerens seconded. Motion carried.

Mr. Stevens motioned to approve the administrative costs of \$28.06 per member per month for Meritain and \$14.95 per member per month for Coventry Network, to grant Joann Emge, CEO the approval to determine the best option for employee health plan stop loss coverage and to add an option for employee vision coverage. Mr. Clendenin seconded. Motion carried.

Mr. Stevens motioned to approve the cost of \$12,500.00 for the TruBridge Payment Service for a 2 year period. Ms. Holloway seconded. Motion carried.

Mr. Stevens motioned to approve the contract with Dr. Alam as the sleep lab director with an annual cost of \$12,000.00. Ms. Kerens seconded. Motion carried.

Mr. Stevens motioned to approve the Compliance Plan and Standards of Conduct. Ms. Kerens seconded. Motion carried.

Mr. Stevens motioned to approve the Committee directors as follows:

- Dan Walker – Director of Safety Committee
- Ruth Holloway – Director of Quality/Risk Management/Infection Control
- Paul Mueller – HIPAA Security Officer
- Susan Gutjahr – HIPAA Privacy Officer and Compliance Officer
- Dr. Russell Coulter & Meredith Klausing – Directors of Antibiotic Stewardship Committee

Ms. Kerens seconded. Motion carried.

Adjournment

Mr. Stevens motioned to adjourn at 8:35 pm. Ms. Kerens seconded. Motion carried.

Kevin Wilson, Chairman of the Board

Kay Hapke, Board Member