

BOARD OF TRUSTEES MEETING MINUTES
Regular Meeting

Paulding County Hospital
Thursday, November 5, 2020

Call to Order: 6:45 p.m.

Adjournment: 8:10 p.m.

Meeting Place: Paulding Co. Hospital Education Room

Presiding Officer: Konnie Gerber -Chair

Recording Secretary: Jeanise Denning

Board members present: Candice Elliott, Ronald Etzler, Konnie Gerber, John Kobee, Diane Olwin, Ann Pease, Michael Winans

Hospital representation present: Ron Goedde, CEO; Kyle Mawer, COO, Andrew Wannemacher, CFO,

Absent: Medical Staff representation: Russell Rager, Dr. Virginia Halachanova, MD Chief of Staff.

AGENDA	DISCUSSION/ CONCLUSIONS	RECOMMENDATIONS/ACTIONS	RESP. PARTY
CALL TO ORDER	Meeting was called to order at 6:45 p.m. by Ms. Gerber.		Chair
APPROVAL OF MINUTES	Minutes of the regular meeting of October 1, 2020 were presented for approval.	Mr. Kobee. moved to approve the minutes of the October, 2020 meeting. Motion was seconded by Ms. Elliott and carried.	N/A
PUBLIC COMMENT	None.		
LIGHTHOUSE ACTIVITY REPORT	The Paulding County Hospital Monthly Hotline Activity Summary was reviewed. There were no incidents and no activity last month.	Information Only	Board Chair
MEDICAL STAFF REPORT AND RECOMMENDATIONS	Ms. Denning reviewed recommendations from the October 2020 Medical Executive meeting including: Initial application for Melanie Banks, NP, Several reappointment applications, Medical Staff Bylaws, Rules & Regulations, Policy updates second reading. Focus Review	Board members reviewed the supporting documentation, the Department Chairman's recommendations, Medical Executive Committee's recommendations, and information received. Based on this review, it is the Board's opinion that the presented initial application, reappointment applications, and bylaws changes be accepted as presented and it was moved by Mr. Kobee, seconded by Ms. Elliott, and carried to approve the membership and privileges and updates as presented.	Chair/ CEO
FINANCE	The Finance Committee met November 5, 2020.		Chair
APPROVAL OF WRITE OFF'S	The following recommendations for submission of accounts to collection were made as follows: There were 312 accounts for the month totaling \$195,503.89. Year to date, there will be 3,153 accounts for a total of \$1,389,837.61 in collections.	Motion was made by Mr. Etzler and seconded by Ms. Olwin to refer the accounts for collection as presented. Motion carried.	CFO/ Chair

<p>CFO REPORT AND FINANCIAL STATEMENTS</p>	<p>Mr. Wannemacher reviewed the financial report as follows: For the month of September Inpatient discharges were under budget by 10; while patient days were under budget by 46. Swing bed patient days were under budget by 24 for the month. Inpatient charges were under budget by \$121,285. Outpatient charges were under budget for the month by \$293,730. After adjusting for deductions from revenue and operating expenses, we realized a increase in net assets from operations of \$9,338 for the month an unfavorable budget variance of \$11,661. With the inclusion of non-operating gains of \$15,206 we realized an increase in net assets of \$24,545 an unfavorable budget variance of \$9,165. Year-to-date, the decrease in net assets from operations is \$1,373,416 compared to a budgeted increase of \$135,663 creates an unfavorable variance of \$1,509,079. With the inclusion of non-operating revenues, the year-to-date increase in total assets is \$197,134 versus a budgeted increase of \$250,662 an unfavorable variance of \$53,528.</p> <p>Discussion was held on the replacement of the xerox, copier, and fax machines throughout the hospital.</p> <p>The County Commissioners approved the Paulding County Hospital 2021 financial and capital budget as presented.</p>	<p>A motion was made by Mr. Etzler seconded by Ms. Olwin to approve the financial report as presented with the exception of changing the typographical error in the write off amount from last month of 593 accounts to 312 accounts and \$314,992.15 to 195,503.89. Motion carried.</p> <p>Ms. Elliott made a motion to proceed with the replacement of hospital's xerox, copier, and fax machines as needed. Seconded by Mr. Winans. Motion carried.</p>	<p>CFO</p>
<p>CAPITAL EXPENSE REQUEST.</p>	<p>A capital expense request was presented for the purchase of a surgical table. The table is a budgeted replacement item. Three bids were received. The bid received from Stryker is the preferred vendor</p>	<p>Motion was made by Mr. Kobee to approve the CER bid received from Stryker for an amount not to exceed \$53,000 seconded by Ms. Elliott. Motion Carried.</p>	<p>COO</p>
<p>HUMAN RESOURCES</p>	<p>Ron Goedde, CEO reviewed recommendations from the Human Resource meeting from November 5, 2020. Employee Benefit package, Employee Wellness Incentives for 2020, and the</p>	<p>Motion was made by Mr. Kobee seconded by Mr. Winans to approve the Employee Benefits, Employee Wellness Incentives and the Wage Scale for 2021. Motion carried.</p>	<p>CEO</p>

	2021 wage scale was presented.		
ADMINISTRATIVE REPORTS	<p>Kyle Mawer, COO presented his report including: Open staffing positions throughout the hospital, Surgery schedules, Infection Control and Quality updates, Physician services activities, Respiratory staffing, Respiratory Clinic activity, Covid -19 updates.</p> <p>Ronald Goedde, CEO presented his report including: Pandemic – Covid -19, Community Outreach, Hospital staffing, Capital projects, Provider relations.</p>		
EXECUTIVE SESSION	<p>The chair entertained a motion for retirement to Executive Session for discussion personnel matters and Trade Secrets at 8:10 p.m. All board members, CEO, CFO, COO was present with exception of Mr. Rager.</p> <p>Motion by Mr. Winans seconded by Ms. Pease to retire to executive session. The Board was polled with the following results: Elliott, yes; Etzler, yes; Gerber, yes; Kobee, yes; Olwin, yes; Pease yes; Winans, yes.</p> <p>Chair called for return to open public session</p> <p>Motion by Ms. Pease seconded by Mr. Winans to return to open session. The Board was polled with the following results: Elliott, yes; Etzler, yes; Gerber, yes; Kobee, yes; Olwin, yes; Pease yes; Winans, yes.</p>		
ADJOURNMENT	<p>There being no further business, the meeting was adjourned at 8:10 p.m. on motion by Ms. Pease seconded by Mr. Kobee</p>		

Konnie Gerber, Chairperson

Michael Winans, Secretary/Treasurer