
Educational Session Agenda
Wednesday, December 6, 2017

<u>Call to Order:</u>	3:30
<u>Approve Agenda:</u>	3:31
<u>Patient Story:</u> Brandie Manuel, Chief Patient Care Officer	3:32
<u>Minutes:</u> Action Requested	3:42
• November 15 Regular Session Minutes (pg. 2-5)	
<u>Required Approvals:</u> Action Requested	3:50
• Medical Staff Credentials/Appointments/Reappointments (pg. 6)	
• Medical Staff Policy (pg. 7)	
<u>Board Reports:</u>	4:30
<u>Executive Session:</u>	4:40
• CEO Evaluation	
<u>Conclude:</u>	5:40

This Regular Session will be officially audio recorded.
Times shown in agenda are estimates only.

**Jefferson County Public Hospital District No.2
Board of Commissioners, Regular Session Minutes
Wednesday, November 15, 2017
Victor J. Dirksen Conference Room**

Call to Order:

The meeting was called to order at 3:30pm by Commissioner Buhler. Present were Commissioners Buhler, Dressler, De Leo, Kolff, and Ready. Also present were Mike Glenn, Chief Executive Officer, Hilary Whittington, Chief Administrative Officer/Chief Financial Officer, Lisa Holt, Chief Ancillary and Specialty Services Officer, Caitlin Harrison, Chief Human Resources Officer, Brandie Manuel, Chief Patient Care officer, Joe Mattern, MD, Chief Medical Officer, and Alyssa Rodrigues, Administrative Assistant. This meeting was officially audio recorded by Jefferson Healthcare.

Employee and Team of the Quarter:

Mike Glenn, CEO presented the 3rd quarter Team of the Quarter, Commission on Cancer Accreditation Committee and the Employee of the Quarter, Christine Curtis.

Patient Story:

Brandie Manuel, Chief Patient Care Officer, described hospice and palliative care services and announced that Jefferson Healthcare had introduced a palliative care program in August. She also described a patient's successful experience within the program.

Approve Agenda:

Commissioner Dressler made a motion to approve the agenda. Commissioner Kolff seconded.

Commissioner Kolff made an amended motion to add public comment after Board Reports.

Commissioner De Leo seconded.

Action: Amended motion passed unanimously.

Commissioner De Leo made an amended motion to move Meeting Change Resolution 2017-40 above Board Reports as its own agenda item. Commissioner Kolff seconded.

Discussion ensued.

Action: Amended motion passed unanimously.

Action: Main motion passed unanimously.

Minutes:

- November 1 Regular Session minutes

Commissioner Kolff made a motion to approve the November 1 Regular Session Minutes. Commissioner Dressler seconded.

Action: Motion passed unanimously

Required Approvals:

- October Warrants and Adjustments
- Resolution 2017-41 Canceled Warrants

Commissioner De Leo made a motion to approve October Warrants and Adjustment, and Resolution 2017-41 Canceled Warrants as presented. Commissioner Dressler seconded the motion.

Action: Motion passed unanimously.

Public Comment:

Public comment was made.

Budget Hearing Fiscal Year 2018: Action Requested

- 2018 Operations Budget Summary
- 2018 Capital Budget Summary
- Public Comment
- Commission Discussion

Hilary Whittington, CFO/CAO presented the 2018 Operations Budget Summary

Discussion ensued from Commissioners.

Hilary Whittington, CFO/CAO presented the 2018 Capital Budget Summary.

Discussion ensued from Commissioners.

Public comment was made.

Adopt Resolutions: Action Requested

- Resolution 2017-42 With/Without Property Tax Increase
- Resolution 2017-43 Fiscal Year 2018 Budget

Discussion ensued.

Commissioner Kolff made a motion to approve Resolution 2017-42 with 7.5% Property Tax Increase. Commissioner De Leo seconded.

Action: Motion passed unanimously.

Commissioner De Leo made a motion to approve Resolution 2017-43 Fiscal Year 2018 Budget. Commissioner Dressler seconded the motion.

Action: Motion passed unanimously.

Financial Report:

Hilary Whittington, CAO/CFO presented the October Finance Report.

Discussion ensued.

Administrator's Report:

Mike Glenn, CEO, presented the administrator's report.

Discussion ensued.

Chief Medical Officer Report:

CMO, Joe Mattern, gave his CMO report including an update on the ACO, Telehealth, provider events and education, primary care access, HPV clinics and flu clinics.

Discussion ensued.

2017-40 Meeting Change Resolution: No action requested
Commissioner Dressler suggested fixing a typo, "...beginning January 24, 2017" to "...beginning January 24, 2018", in Resolution 2017-40 Meeting Change.

Board Reports:

Commissioner Dressler reported that the Festival of Wreaths will be December 2 from 10am-8pm at the Cannery and that the Festival of Wreaths will be sharing space with the Wearable Arts event.

Commissioner De Leo reported that the Autopsy report will be brought back to board for review in December.

Commissioner Kolff reported that there will be a Legislative Update scheduled for December 14 and they should decide who will be attending at the next meeting on December 6.

Commissioner Buhler reported that there will not be a Board of Health meeting this month.

Public Comment:

Public comment was made.

Executive Session:

- CEO Evaluation Format

Commissioner Buhler recessed for a break at 5:35pm.
Commissioner Buhler reconvened the meeting at 5:45pm.

Commissioner Buhler announced they will go into Executive Session to discuss CEO Evaluation Format and no action will be taken.

Commissioners went into Executive Session at 5:45pm. No public was present.

Commissioners came out of Executive Session at 5:55pm. No public was present.

Conclude:

Commissioner Dressler made a motion to conclude the meeting. Commissioner Kolff seconded the motion.

Action: Motion passed unanimously.

Meeting concluded at 5:55pm.

Approved by the Commission:

Chair of Commission: Jill Buhler _____

Secretary of Commission: Marie Dressler _____

DRAFT

FROM: Barbara York – Medical Staff Services
RE: 11-28-2017 Medical Executive Committee appointments/reappointments and annual policy review recommendations for Board approval 12-6-2017

C-0241

§485.627(a) Standard: Governing Body or Responsible Individual

The CAH has a governing body or an individual that assumes full legal responsibility for determining, implementing and monitoring policies governing the CAH'S total operation and for ensuring that those policies are administered so as to provide quality health care in a safe environment.

Interpretive Guidelines §485.627(a)

It is the responsibility of the governing body (or responsible individual) to appoint, with the advice of the medical staff, the individual practitioners to the medical staff. After considering medical staff recommendations, and in accordance with established CAH medical staff criteria and State and Federal laws and regulations, the governing body (or responsible individual) decides whether or not to appoint new medical staff members or to continue current members of the medical staff.

Recommended appointment to the active/courtesy/allied health provisional staff with privileges as requested:

1. Nadig, Daniel, MD – General Surgery
2. Niedzwiecki, Matthew, MD – Tele-Psychiatry

Recommend appointment as locum tenens with privileges as requested:

1. Keppler, Mary, ARNP – locum tenens (JHC Primary Care Clinic) – granted temporary privileges 11/13/2017.

Practitioner Rights

POLICY:

All initial credentialing and reappointing applicants are provided the Practitioner Rights policy as included in the application packet

PURPOSE:

The practitioner has the right to:

- Review his/her credentialing file
- Correct erroneous information
- Receive status upon request on his application or re-appointment application
- Expect confidentiality of all information obtained in the credentialing process, except as otherwise provided by law.
- Right to an Impartial, non-discriminatory review of credentials and related activities
- Timely notification of Credentialing Committee Decisions

SCOPE:

For initial appointments and reappointments

REFERENCES:

NCQA Standard CR 1, Element B