

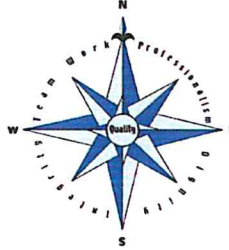
Our mission is excellence in health care services and the promotion of wellness in our community.

Petersburg Medical Center

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Meeting: Medical Center Board Meeting

Date: July 26th, 2018 **Time:** 5:00 p.m.

Board Members Present: Marlene Cushing, George Doyle, Tim Koeneman, Cindi Lagoudakis, Jim Roberts, Darlene Whitethorn

Board Members Absent: Jerod Cook

Staff Members Attending: Phil Hofstetter – CEO, Doran Hammett – CFO, Cindy Newman – Human Resources, Jennifer Bryner – CNO, Liz Bacom – Lab and Imaging Manager, Jill Dormer – Director of Fiscal Services & Informatics, Kelsey Lambe – Public Relations Coordinator, Janet Kvernvik – Health Information Management, Chad Wright – Executive Assistant

Visitors: Brian Varela – Petersburg Pilot, Kelly Guzman and Lynn Aguilera – Yellow Brick Consulting, Inc.

- I. **CALL TO ORDER:** Member Doyle called the meeting to order at 5:04 p.m.
- II. **APPROVAL OF THE AGENDA:** Member Lagoudakis made a motion to approve the agenda as presented. Motion seconded by Member Cushing. Motion passed unanimously.
- III. **APPROVAL OF BOARD MINUTES:** Member Roberts made a motion to approve the minutes as presented from the board meeting on June 28th. Motion seconded by Member Cushing. Motion passed unanimously.
- IV. **VISITORS COMMENTS:** K. Lambe announced that First Bank is hosting an open house tomorrow to benefit the Petersburg Medical Center Foundation. She also invited the board members to attend the employee picnic on Friday, August 3rd.
- V. **BOARD MEMBER COMMENTS:** J. Roberts requested to receive the board packet at least a few days prior to the board meeting. He also requested the file size of the board packet be reduced. T. Koeneman, M. Cushing, and C. Lagoudakis stated they would not be at the August board meeting.

VI. OLD BUSINESS:

A. Capital Budget. Member Koeneman made a motion to approve the hospital's capital budget for fiscal year 2019 as presented. Motion seconded by member Cushing. Discussion followed. Motion passed unanimously.

VII. NEW BUSINESS:

A. Project Management/Transition Planning. K. Guzman and L. Aguilera provided an overview of services provided by Yellow Brick Consulting, Inc.

B. Strategic Planning Session. P. Hofstetter stated that he would like to set a date for an internal strategic planning session to set priorities. He also would like to schedule a work session with the Assembly once priorities have been set.

VIII. REPORTS:

A. Executive Summary. P. Hofstetter reviewed his written report (see copy).

B. Human Resources. C. Newman elaborated on her written report (see copy).

C. Infection Control. L. Bacom was available to answer questions regarding her written report (see copy).

D. Quality. M. Pawuk was not in attendance but his written report (see copy) was available for review.

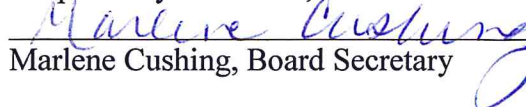
E. Financial. D. Hammett stated the auditors will be on site the third week of August. He reviewed the financials from June (see copy). He noted that the year ended in a positive note and that revenue and expenses were close to budget. He added that operating cash is at 105 days and almost 179 days including investments. D. Hammett also reviewed a slide presentation (see copy). There was discussion regarding depreciation.

IX. EXECUTIVE SESSION: Member Cushing made a motion that the Board enter into Executive Session for medical staff reappointments. Motion seconded by Member Whitethorn. Motion passed unanimously. Board entered Executive Session at 6:32 p.m. The Board came out of Executive Session at 6:51 p.m.

A. Medical Staff – Appointments/Reappointments. Member Cushing made a motion to appoint or reappoint David Head, MD, David Miller, MD, Tim Gard, MD and Rodney Anderson, DC to medical staff. Motion seconded by Member Whitethorn. Motion passed unanimously.

X. ADJOURNMENT: Member Koeneman made a motion to adjourn. Motion was seconded by Member Lagoudakis. Motion passed unanimously. The meeting adjourned at 6:52 p.m.

Respectfully submitted,


Marlene Cushing, Board Secretary