

Full Authority Board MeetingJuly 26, 2016

Full Authority Board Members Present: Jerry Cannon, Garfield Township *; Ruth Crawford, Rapid River Township *; Marianne Ewald, Clearwater Township; Ray Hoffman, Coldsprings Township; Carl Ingersoll, Springfield Township; Dan Johnson, Village of Kalkaska *; Bethel Larabee, Excelsior Township; Dean McCulloch, Blue Lake Township *

Members At Large Present: Jeremy Holmes, DO; Jeffrey Lavender *; Michael Perreault; Kathy Ryckman *; Bruce Zenner *

Staff Members Present: Kim Babcock; Christine Bissonette; Daniel Conklin; Renee Cunningham; Connie Farrier; Danielle Hamernik; Kevin Rogols; Teresa Smith; Laura Zingg

Members Not Present: Sue Allen, Bear Lake Township; Al Dimon, Kalkaska Township; Betty Dunham, Oliver Township *; Jerry Gaultier, Boardman Township *; Eric Hendricks, Orange Township; Richard Hodgman, MD, Member-At-Large; Laura Purtil, Member-At-Large

* - Denotes Executive Committee Member

TOPIC	SUMMARY	ACTION ASSIGNMENT
	Mr. Johnson announced that Mr. Bruce Zenner and he had a pre-audit conference call with the auditors on Thursday, July 21 st . He noted that all members of the board will be receiving a phone message and/or email from the auditors as well.	
Call to Order	Upon proper motion, Board Chair, Mr. Emory “Dan” Johnson called the meeting to order at 6:00 PM in the Dr. William W Kitti Education Center.	
Consent Agenda	<p>The Consent Agenda was reviewed and approved as presented. The employee newsletter was distributed at each member’s seat.</p> <p><u>Motion was made and duly supported to accept the Consent Agenda as presented. All “AYE”. Carried.</u></p>	
Munson Healthcare Update	Mr. Paul Shirilla wasn’t able to attend the meeting this evening. Mr. Johnson reported that the Manistee County Board of Commissioners endorsed an agreement approving the restructuring plan that allows the West Shore Hospital to transition from a municipal health facility to a private nonprofit corporation. The move paves the way for Munson to acquire West Shore Hospital.	
Board Education 2016 Wrap Up	Mr. Rogols reviewed Fiscal Year 2016 accomplishments including:	Mrs. Renee Cunningham to work on a

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	<ul style="list-style-type: none"> • Strong financial performance and patient care activity. • Completion and occupancy of the "Green House" Long Term Care expansion project on time and under budget. • Agreement for the Village of Kalkaska to vacate those portions of Second and Coral Streets that bisect the KMHC campus. • Commencement of the Master Facility Planning process. • Commencement of an employed Gastroenterology practice. • Family and Emergency Medicine physician recruitment. • Implementation of enhanced quality improvement initiatives and reporting. 	report that compares KMHC's average length of stay with other LTC units in the area, as well as nationally.
Monthly Financial Statements	Mr. Rogols reported that the Munson accounting department recently reviewed KMHC financial statements for FY 2016 prior to the audit beginning and found three areas of adjustment resulting in an \$883,300 reduction in the KMHC operating margin. Areas of adjustment included fringe benefits, pension, and contractual allowances. The Board expressed their concern regarding such significant late year accounting adjustments. Mr. Rogols will express the Board's sentiment to Munson Healthcare.	
Balanced Scorecard Update	The Balanced Scorecard was included in the board packet for review.	

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FY 2017 Goals & Objectives	<p>Mr. Rogols, along with the Senior Leadership Team reviewed goals and objectives for FY 2017 including:</p> <ul style="list-style-type: none"> • Continued growth and strong financial performance. • Preparation for a successful levy election and associated bond financing. • Recruitment of an Administrative Director of Finance and development of a strategic financial plan. • Modernization of: <ul style="list-style-type: none"> ○ The KMHC mission, vision and values statements. ○ The agreements with Munson Healthcare. ○ KMHC Medical Staff Bylaws and privilege process. • Finalization of the Master Facility and Campus Plan including the vacation of those portions of Coral and Second Streets that bisect the KMHC campus. • Continued physician recruitment. • Implementation of the Chronic Disease Management function and investigation of service expansion in several key areas. 	
<p>Committee Reports</p> <p>Building Committee</p>	<p>Minutes from the July 11, 2016, Board Building Committee meeting were included in the packet for review.</p>	
Quality and Patient Safety	<p>We will discuss at the August 23, 2016, Full Authority Board of Trustees meeting. This meeting is being changed to occur on the 1st Thursday, during the second month of every quarter of FY 2017.</p>	<p>Place Quality and Patient Safety on the August 23, 2016 board agenda.</p>

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TOPIC	SUMMARY	ACTION ASSIGNMENT
Compliance Committee	No meeting during the month of July.	
Board Chair Report Board Member Job Description Committee	The committee met on July 20 th to review the Board Member Job Description. A copy of a revised job description was included in the packet for review. We will discuss this topic at the August 23, 2016 Full Authority Board of Trustees meeting.	Place Board Member Job Description on the August 23, 2016 board agenda.
Medical Staff Report	Dr. Jeremy Holmes noted that we have hired a national firm to assist in recruitment for the midnight advanced practice provider position in the Emergency Department.	
Credentialing Discussion – Closed Session	<u>Motion was made to go into closed session at 7:57 PM to consider material exempt from discussion or disclosure by state or federal statute. A roll call vote was taken: Jerry Cannon, yes; Ruth Crawford, yes; Marianne Ewald, yes; Ray Hoffman, yes; Carl Ingersoll, yes; Bethel Larabee, yes; Dean McCulloch, yes; Dr. Holmes, yes; Jeffrey Lavender, yes; Michael Perreault, yes; Kathy Ryckman, yes; Bruce Zenner, yes; Dan Johnson, yes. All “AYE”. Carried.</u>	

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	<p><u>Motion was made to come out of closed session at 8:05 PM to consider material exempt from discussion or disclosure by state or federal statute. A roll call vote was taken: Jerry Cannon, yes; Ruth Crawford, yes; Marianne Ewald, yes; Ray Hoffman, yes; Carl Ingersoll, yes; Bethel Larabee, yes; Dean McCulloch, yes; Dr. Holmes, yes; Jeffrey Lavender, yes; Michael Perreault, yes; Kathy Ryckman, yes; Bruce Zenner, yes; Dan Johnson, yes. All "AYE". Carried.</u></p>	
<p>Staff Appointments – Consulting Infectious Disease Jonathan E. Bott, MD</p>	<p>Upon recommendation from the KMHC Medical Staff, the Board of Trustees reviewed the appointment application from Jonathan E. Bott, MD with infectious disease privileges as a member of the Consulting Staff. Relevant information was discussed during the closed session.</p> <p><u>Motion was made and duly supported that the Board of Trustees approves Jonathan E. Bott, MD for appointment to the Consulting Staff of Kalkaska Memorial Health Center with privileges in Infectious Disease for the period of July 26, 2016 through July 25, 2018. All "AYE". Carried.</u></p>	
<p>Radiology Nicholas Armstrong, MD Leah A. Carlson, MD</p>	<p>Upon recommendation from the KMHC Medical Staff, the Board of Trustees reviewed the appointment applications from Nicholas Armstrong, MD and Leah A. Carlson, MD with radiology privileges as members of the Consulting Staff. Relevant information was discussed during the closed session.</p>	

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	<p><u>Motion was made and duly supported that the Board of Trustees approves Nicholas Armstrong, MD and Leah A. Carlson, MD for appointment to the Consulting Staff of Kalkaska Memorial Health Center with privileges in Radiology Services for the period of July 26, 2016 through July 25, 2018. All "AYE". Carried.</u></p>	
<p>Staff Appointments – Allied Health Professional Staff</p> <p>Orthopedics</p> <p>Stephen Oklat, PA-C</p>	<p>Upon recommendation from the KMHC Medical Staff, the Board of Trustees reviewed the appointment application from Stephen Oklat, PA-C with orthopedic privileges as a member of the Allied Health Professional Staff. Relevant information was discussed during the closed session.</p> <p><u>Motion was made and duly supported that the Board of Trustees approves Stephen Oklat, PA-C for appointment to the Allied Health Professional Staff of Kalkaska Memorial Health Center with privileges in Orthopedic Services for the period of July 26, 2016 through July 25, 2018. All "AYE". Carried.</u></p>	
<p>Staff Appointments - PRN ED Consulting</p> <p>James E. Dudo, MD</p>	<p>Upon recommendation from the KMHC Medical Staff, the Board of Trustees reviewed the appointment application from James E. Dudo, MD with emergency services privileges as a member of the Consulting Staff. Relevant information was discussed during the closed session.</p>	

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	<p><u>Motion was made and duly supported that the Board of Trustees approves James E. Dudo, MD for appointment to the Consulting Staff of Kalkaska Memorial Health Center with privileges in Emergency Services for the period of July 26, 2016 through July 25, 2018. All "AYE". Carried.</u></p>	
<p>Staff Appointments – PRN ED Allied Health Professional Staff</p> <p>Michael Fulker, PA-C</p> <p>Julie Moore, PA-C</p> <p>Shamarie Regenold, FNP</p>	<p>Upon recommendation from the KMHC Medical Staff, the Board of Trustees reviewed the appointment applications from Michael Fulker, PA-C, Julie Moore, PA-C and Shamarie Regenold, FNP with emergency services privileges as members of the Allied Health Professional Staff. Relevant information was discussed during the closed session.</p> <p><u>Motion was made and duly supported that the Board of Trustees approves Michael Fulker, PA-C, Julie Moore, PA-C and Shamarie Regenold, FNP for appointment to the Allied Health Professional Staff of Kalkaska Memorial Health Center with privileges in Emergency Services for the period of July 26, 2016 through July 25, 2018. All "AYE". Carried.</u></p>	
<p>Staff Reappointments – Active Staff</p> <p>Family Practice</p> <p>Albert C. Brown, MD</p>	<p>Upon recommendation from the KMHC Medical Staff, the Board of Trustees reviewed the reappointment applications from Albert C. Brown, MD; Marc A. Frick, MD; Richard E. Hodgman, MD; Jeremy K. Holmes, DO; Jennifer A. Leino, MD; Andrew J. Long, DO; Nathan C. Sailor, DO and Gary R. Ziegler,</p>	

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<p>Marc A. Frick, MD Richard E. Hodgman, MD Jeremy K. Holmes, DO Jennifer A. Leino, MD Andrew J. Long, DO Nathan C. Sailor, DO Gary R. Ziegler, MD</p>	<p>MD with family practice privileges as a member of the Active Staff. Relevant information was discussed during the closed session.</p> <p><u>Motion was made and duly supported that the Board of Trustees approves the following providers: Albert C. Brown, MD; Marc A. Frick, MD; Richard E. Hodgman, MD; Jeremy K. Holmes, DO; Jennifer A. Leino, MD; Andrew J. Long, DO; Nathan C. Sailor, DO and Gary R. Ziegler, MD for reappointment to the Active Staff of Kalkaska Memorial Health Center with privileges in Family Practice Services throughout the facility for the period of July 26, 2016 through July 25, 2018. All "AYE". Carried.</u></p>	
<p>Staff Reappointments – Consulting Staff Hospice/Palliative Care Diane Parsons, MD</p>	<p>Upon recommendation from the KMHC Medical Staff, the Board of Trustees reviewed the reappointment application from Diane Parsons, MD with hospice/palliative care privileges as a member of the Consulting Staff. Relevant information was discussed during the closed session.</p> <p><u>Motion was made and duly supported that the Board of Trustees approves Diane Parsons, MD for reappointment to the Consulting Staff of Kalkaska Memorial Health Center with privileges in Hospice/Palliative Care Services for the period of July 26, 2016 through July 25, 2018. All "AYE". Carried.</u></p>	

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<p>Staff Reappointments – Allied Health Professional Staff</p> <p>Emergency Services</p> <p>Brittney Book, PA-C</p> <p>Jason Hicks, PA-C</p> <p>Craig Sheerin, PA-C</p> <p>Matthew Shullick, FNP</p>	<p>Upon recommendation from the KMHC Medical Staff, the Board of Trustees reviewed the reappointment applications from Brittney Book, PA-C; Jason Hicks, PA-C; Craig Sheerin, PA-C and Matthew Shullick, FNP; with emergency services privileges as members of the Allied Health Professional Staff. Relevant information was discussed during the closed session.</p> <p><u>Motion was made and duly supported that the Board of Trustees approves Brittney Book, PA-C; Jason Hicks, PA-C; Craig Sheerin, PA-C and Matthew Shullick, FNP for reappointment to the Allied Health Professional Staff of Kalkaska Memorial Health Center with privileges in Emergency Services for the period of July 26, 2016 through July 25, 2018. All “AYE”. Carried.</u></p>	
<p>Staff Reappointments – Allied Health Professional Staff</p> <p>Emergency Services</p> <p>Orthopedic Services</p> <p>Ralph Geraci, PA-C</p>	<p>Upon recommendation from the KMHC Medical Staff, the Board of Trustees reviewed the reappointment application from Ralph Geraci, PA-C with emergency services/orthopedic services privileges as a member of the Allied Health Professional Staff. Relevant information was discussed during the closed session.</p> <p><u>Motion was made and duly supported that the Board of Trustees approves Ralph Geraci, PA-C for reappointment to the Allied Health Professional Staff of Kalkaska Memorial Health Center with privileges in</u></p>	

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	<p><u>Orthopedic Services and Emergency Services for the period of July 26, 2016 through July 25, 2018. All "AYE". Carried.</u></p>	
<p>Staff Reappointments – Allied Health Professional Staff</p> <p>Family Practice</p> <p>Maria Cupp, PA-C</p> <p>Thomas Minor, PA-C</p> <p>Sara Smith, PA-C</p> <p>Rachel Soles, FNP</p> <p>Christina Weasel Brege, PA-C</p>	<p>Upon recommendation from the KMHC Medical Staff, the Board of Trustees reviewed the reappointment applications from Maria Cupp, PA-C; Thomas Minor, PA-C; Sara Smith, PA-C; Rachel Soles, FNP and Christina Weasel Brege, PA-C with family practice privileges as members of the Allied Health Professional Staff. Relevant information was discussed during the closed session.</p> <p><u>Motion was made and duly supported that the Board of Trustees approves Maria Cupp, PA-C; Thomas Minor, PA-C; Sara Smith, PA-C; Rachel Soles, FNP and Christine Weasel Brege, PA-C for reappointment to the Allied Health Professional Staff of Kalkaska Memorial Health Center with privileges in Emergency Services for the period of July 26, 2016 through July 25, 2018. All "AYE". Carried.</u></p>	
<p>Staff Reappointments – Allied Health Professional Staff</p> <p>Hospice/Palliative Care</p> <p>Alycia Rhein, FNP</p>	<p>Upon recommendation from the KMHC Medical Staff, the Board of Trustees reviewed the reappointment application from Alycia Rhein, FNP with hospice/palliative care privileges as a member of the Allied Health Professional Staff. Relevant information was discussed during the closed session.</p>	

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	<p><u>Motion was made and duly supported that the Board of Trustees approves Alycia Rhein, FNP for reappointment to the Allied Health Professional Staff of Kalkaska Memorial Health Center with privileges in Hospice/Palliative Care Services for the period of July 26, 2016 through July 25, 2018. All "AYE". Carried.</u></p>	
<p>CEO Report Concussion Program</p>	<p>We will review this at the August 23, 2016 Board of Trustees Meeting.</p>	<p>Place the Concussion Program presentation on the August 23, 2016 board agenda.</p>
<p>Coral and Second Street Update</p>	<p>No report given. We will report at the August 23, 2016 Board of Trustees Meeting.</p>	<p>Place the Coral and Second Street update on the August 23, 2016 board agenda.</p>
<p>RHC Expansion Update</p>	<p>No report given. We will report at the August 23, 2016 Board of Trustees Meeting.</p>	<p>Place the RHC Expansion update on the August 23, 2016 board agenda.</p>
<p>Questions & Comments From Guests</p>	<p>No guests were in attendance at this meeting.</p>	
<p>Upcoming Events</p>	<p>Board Building Committee Meeting – August 8, 2016 at 10:00 AM</p>	

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TOPIC	SUMMARY	ACTION ASSIGNMENT
	Sharps Day Event: <ul style="list-style-type: none"> • September 6, 2016 at 10:00 AM – 2:00 PM – Hospital Main Entrance • December 13, 2016 at 8:00 AM – 12:30 PM – Hospital Main Entrance 	
Adjournment	Upon proper motion the meeting was adjourned at 8:11 PM.	

Respectfully submitted,

Dean E. McCulloch,
Board Secretary/Treasurer