Full Authority Board Meeting..... July 24, 2018

Full Authority Board Members Present: Nelson "Jerry" Cannon, Garfield Township Representative; John Rogers, Rapid River Township Representative; Sonja Dunham, Oliver Township Representative; Marianne Ewald, Clearwater Township Representative; Gerald "Jerry" Gaultier, Boardman Township Representative; Eric Hendricks, Orange Township Representative; Ray Hoffman, Coldsprings Township Representative; Carl Ingersoll, Springfield Township Representative; Emory "Dan" Johnson, Village of Kalkaska Representative; Bethel Larabee, Excelsior Township Representative; Dean McCulloch, Blue Lake Township Representative

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

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

TOPIC	SUMMARY	ACTION ASSIGNMENT
Call to Order	Board Chair, Mr. Bruce Zenner called the meeting to order at 6:00 PM in the Dr. William W. Kitti Education Center on the grounds of Kalkaska Memorial Health Center.	
Consent Agenda	***Motion was made and duly supported to approve the Consent Agenda as presented. All "AYE". Motion carried.***	
Committee Reports Board Building Committee Report	No meeting this past month.	This group will meet in the month of August.
Patient Safety/Board Quality Committee Meeting – June 7th	Ms. Babcock provided an update from the June 7th Patient Safety/Board Quality Committee Meeting. Highlights from the meeting are as follows: • Reviewed the Performance Improvement Plan. This plan was presented at the June board meeting and was approved as presented. • Medical/Surgical Department reported that they continue to increase the number of inpatients in the unit. The department has had their first overnight surgical patient. The department is planning to increase surgical overnight stays • Emergency Services Department reported that they continue to work on a Level IV trauma designation with the State of Michigan. It is believed that we will be surveyed sometime in the fall. o Safety measures within the department related to intubation blades o Making sure all ER rooms are as safe as possible for all types	

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	of patients. We continue to see an increase in mental health/autism patients. o Continue to work on the orientation process for ER/Medical/Surgical Department staff. These areas are very often share staff and the services being provided are very different. o New EMS Director, Michael Berensohn has been working with Fife Lake EMS regarding ambulance intercepts, as well as working on recruitment of additional staff. • Mr. Raymond reported that the bond financing process is now complete. The audit process for fiscal year 2018 has begun, with our new auditors. The budgeting process for fiscal year 2019 is nearing the end. • Long Term Care Services reported that the new call process has improved overall compliance with physician regulatory visits. Continue to work on the implementation of the new LTC Mega Rules. o A new payment process will be implemented around October 2019. • Operations – Continue to work on patient satisfaction throughout the organization. The AIDET process is being implemented to enhance the patient experience. o The new EMR program has been delayed, with no new implementation date. This will impact the providers work processes. o 3 new family practice providers will begin in August 2018. o Childcare Services – GSRP survey. Received a 4.6 out of 5. Great scores. Infant program continues to be full. It can take	

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TOPIC	SUMMARY	ACTION ASSIGNMENT
	several months to get a child into this program. o New open enrollment period for employee benefits. We continue being self-insured. Our costs are 9% less than anticipate. This has been very good for our organization. • Surgical Services is working on communication tools and processes between the operating room staff and the recovery room staff. o Working on expanding services into the second operating room, with expanded orthopaedic services. ▪ Working on expanding the central processing area due to the expansion of orthopaedic services. • Support Services reported that the Dietary Department is working on implementing a new menu cycle with the use of the traffic light to inform the consumer on their food choices. It was noted that Assisted Living provides full nutritional information for menu choices. o Environmental Services is looking at new products for selection in keeping our organization clean. o We are using a golf cart to assist patients during the construction on our campus. This has been received well by our customers. • Featured Presentation related to the ordering process and the development of an order template that has improved the amount of time maintenance staff spend on ordering recurring supplies (ie: light bulbs).	
Compliance Committee Report	Mr. Rogols reported that the Compliance Committee met prior to the board meeting to review a contract with Great Lakes Orthopedic Center to expand	

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TOPIC	SUMMARY	ACTION ASSIGNMENT
	orthopedic surgery at KMHC. The committee found the contract to be within fair market value.	
Munson Healthcare Update	Mr. Johnson provided an update from Munson Healthcare: • Representatives from Munson Healthcare and KMHC met to review the latest version of the affiliation agreement. • Continued discussions regarding cancer services and the idea model to provide these services continues. • A consultant has been retained by the system and they are meeting with all local hospitals and discussing strategic planning as a system. • The parking structure continues to move forward.	Mr. Rogols to distribute the Affiliation Agreement to the board members and place on the agenda next month for discussion and potential approval.
Board Chair Report	Mr. Zenner reported that the Munson Healthcare Strategic Planning session that was held last week went very well. This is a great collaborative effort.	
CEO Report FY 2018 Year End Update	Mr. Rogols provided a performance review of fiscal year 2018 Goals and Objectives. Mr. Rogols reviewed progress toward all goals identified as "Mission Critical" as follows: • Development of phase one – master facility plan - Complete • Certificate of Need for the medical pavilion - Complete • Issuance of tax exempt collateralized bonds - Complete • Identification/development of temporary clinical practice space for three	

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TOPIC	SUMMARY	ACTION ASSIGNMENT
	new KMA physicians - Complete • Implementation of the full time general surgery practice - Complete • Commencement of practice of three new family medicine physicians - Underway • Implementation of an expanded behavioral health program - Underway Discussion ensued regarding the needs in the community for behavioral health services. KMHC continues to work on the recruitment of a psychiatrist to lead the initiative. Mr. Rogols thanked the Senior Leadership Team and hospital and medical staff for a very successful year. Mr. Rogols also reported that Long Term Care recently completed their annual state survey. While results have not yet been published, surveyors were complimentary about the quality of service provided to our residents.	
Financial Statements	The Executive/Finance Committee will be meeting on August 1st at 4:00 PM in the Conference Room, across from the cafeteria. We will be discussion year-end financial documents at the committee meeting.	
Performance Scorecard	The Performance Scorecard was distributed at the meeting for review. Mr. Rogols reviewed the scorecard in detail highlighting areas of achievement and areas of greater opportunity.	
Employee Engagement	Ms. Babcock reported of the results of the "Great Place to Work" survey. As with prior years. KMHC continues to demonstrate some of the highest levels of employee engagement with Munson Healthcare. One area of significant focus during the prior year was the perception that Employees feel comfortable speaking up if they perceive a problem. Our efforts appear to have been successful scoring an increase of 5 points. Efforts on patient safety will continue in 2019.	

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TOPIC	SUMMARY	ACTION ASSIGNMENT
	A principle area of focus during 2019 will be the Employee's perception that they are appropriately involved in decisions that affect their work. Findings include: • Learning and Development: KMHC: 75%; MHC: 69% • Enablement: KMHC: 80%; MHC: 67% • Manager: KMHC: 74%; MHC: 73% • Great Place to Work: KMHC: 87%; MHC: 77% • Alignment and Involvement: KMHC: 79%; MHC: 77% • Safety: KMHC: 83%; MHC: 78% • Senior Leadership Team: KMHC: 76%; MHC: 55% • Engagement: KMHC: 78%; MHC: 67% Managers will obtain their results and they will discuss with their employees. We are planning to conduct this survey again in a year.	

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TOPIC	SUMMARY	ACTION ASSIGNMENT
Medical Pavilion Project Update	Ms. Connie Farrier reported that a construction management report was included in the board packet for members review. Highlights of the construction project are as follows: • Parking lot D has been completed and is now in use. • Ground Breaking Ceremony was held recently and was a great turnout. • Coral Street has been closed off of Third Street. A new entrance has been made to allow access to the parking lot. The crew is presently moving a lot of topsoil and has placed on the campus for future use. • Things will be congested on the campus over the next four weeks or so. The Emergency Room entrance will be closed for much of this timeline. A temporary main entrance has been put in place off of parking lot D, near the piano. • Directional signage will be in place as changes occur. • A large portion of the main parking lot has been closed to allow for the installation of the new underground drainage/filtration system. • We have four staff members stationed throughout the facility and parking lot to assist with getting patients to the right areas. We have finalized the sale of 404 S. Cherry Street with the Village of Kalkaska.	
Medical Staff Report	Dr. Holmes reported on the recent Medical Staff meeting & CMO Meetings: • A couple of policies/forms for the system were reviewed and approved. • The system has an aging policy. We have requested that one of our providers follow the processes outlined in this policy. The physician has agreed to move forward with having a physical and mental exam conducted by an Occupational Medicine physician.	

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TOPIC	SUMMARY	ACTION ASSIGNMENT
	• All providers are required to attend the "Foundations of Safety" education. • Discussion related to the new opioid law and the consent form. Not all handicapped adults are accompanied to appointments by their guardian, which can create a problem. Dr. Nefcy is taking back this information to our legislators for discussion for possible changes in the law. Legislators have been very receptive to feedback from providers. The system does have a written legal opinion to care for the patient first, when in doubt. • Continue to work on the call process for surgical and pediatric call. • Providers are discussing survey scores on a quarterly basis within their department meetings at Kalkaska Medical Associates (KMA) • The system is working on surgical antibiotics. • Reviewing sepsis protocols. The Clinical Integrated Network met last week and data has been collected on Munson Medical Center employees. The group is working on tobacco cessation. Providers could receive an incentive if goals are met. Other areas that are being considered to improve include: obesity, pre-diabetes, diabetes, and reduction of emergency room utilization.	
Go Into Closed Session	***Motion was made and duly supported to go into closed session at 7:30 PM to consider material exempt from discussion or disclosure by state or federal statute, per MCL 15.268 (h). A roll call vote was taken as follows: Nelson "Jerry" Cannon, yes; John Rogers, yes; Sonja Dunham, yes; Marianne Ewald, yes; Gerald "Jerry" Gaultier, yes; Eric Hendricks, yes; Ray Hoffman, yes; Carl Ingersoll, yes; Emory "Dan" Johnson, yes; Bethel Larabee, yes; Dean McCulloch, yes; Jeremy Holmes, DO, yes; Michael Perreault, yes; Kathy Ryckman, yes; Bruce Zenner, yes. All "AYE".***	

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TOPIC	SUMMARY	ACTION ASSIGNMENT
	Motion carried.	
Come Out of Closed Session	***Motion was made and duly supported to come out of closed session at 8:01 PM. A roll call vote was taken as follows: Nelson "Jerry" Cannon, yes; John Rogers, yes; Sonja Dunham, yes; Marianne Ewald, yes; Gerald "Jerry" Gaultier, yes; Eric Hendricks, yes; Ray Hoffman, yes; Carl Ingersoll, yes; Emory "Dan" Johnson, yes; Bethel Larabee, yes; Dean McCulloch, yes; Jeremy Holmes, DO, yes; Michael Perreault, yes; Kathy Ryckman, yes; Bruce Zenner, yes. All "AYE". Motion carried.***	
Credentialing Discussion Staff Appointments Anesthesiology Patrick Darga, MD Andy Friskey, MD	Upon recommendation from the KMHC Medical Staff, the Board of Trustees reviewed the appointment data from **Patrick Darga, MD and Andy Friskey, MD**, with privileges in anesthesiology services as a member of the Consulting Staff for services provided for Kalkaska Memorial Health Center. Relevant information was discussed during the closed session. ***Motion was made and duly supported that the KMHC Board of Trustees approves the above noted providers for appointment to the Consulting Staff of Kalkaska Memorial Health Center with anesthesiology privileges for services provided for Kalkaska Memorial Health Center for the period of July 24, 2018 through July 23, 2020. All "AYE". Motion carried.***	
Orthopaedic Services Andrew Boyce, DO Christopher Chuinard, MD	Upon recommendation from the KMHC Medical Staff, the Board of Trustees reviewed the appointment data from **Andrew Boyce, DO and Christopher Chuinard, MD**, with privileges in orthopaedic services as a member of the Consulting Staff for services provided for Kalkaska Memorial Health Center. Relevant information was discussed during the closed session.	

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TOPIC	SUMMARY	ACTION ASSIGNMENT
	Motion was made and duly supported that the KMHC Board of Trustees approves the above noted providers for appointment to the Consulting Staff of Kalkaska Memorial Health Center with orthopaedic privileges for services provided for Kalkaska Memorial Health Center for the period of July 24, 2018 through July 23, 2020. All "AYE". Motion carried.	
Pathology Services Kristle Haberichter, MD Amy Jencks, DO	Upon recommendation from the KMHC Medical Staff, the Board of Trustees reviewed the appointment data from **Kristle Haberichter, MD and Amy Jencks, DO**, with privileges in pathology services as a member of the Consulting Staff for services provided for Kalkaska Memorial Health Center. Relevant information was discussed during the closed session. ***Motion was made and duly supported that the KMHC Board of Trustees approves the above noted providers for appointment to the Consulting Staff of Kalkaska Memorial Health Center with pathology privileges for services provided for Kalkaska Memorial Health Center for the period of July 24, 2018 through July 23, 2020. All "AYE". Motion carried.***	
Teleradiology Michael Khalili, MD	Upon recommendation from the KMHC Medical Staff, the Board of Trustees reviewed the appointment data from **Michael Khalili, MD**, with privileges in tele-radiology services as a member of the Teleradiology Staff for services provided for Kalkaska Memorial Health Center. Relevant information was discussed during the closed session. ***Motion was made and duly supported that the KMHC Board of Trustees approves the above noted provider for appointment to the Teleradiology Staff of Kalkaska Memorial Health Center with teleradiology privileges for services provided for Kalkaska Memorial Health Center for***	

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TOPIC	SUMMARY	ACTION ASSIGNMENT
	the period of July 24, 2018 through July 23, 2020. All "AYE". Motion carried.	
Allied Health Professional Nephrology Services Holly Hinds, NP	Upon recommendation from the KMHC Medical Staff, the Board of Trustees reviewed the appointment data from **Holly Hinds, NP**, with privileges in nephrology services as a member of the Allied Health Professional Staff for services provided for Kalkaska Memorial Health Center. Relevant information was discussed during the closed session. ***Motion was made and duly supported that the KMHC Board of Trustees approves the above noted provider for appointment to the Allied Health Staff of Kalkaska Memorial Health Center with advanced practice provider nephrology privileges for services provided for Kalkaska Memorial Health Center for the period of July 24, 2018 through July 23, 2020. All "AYE". Motion carried.***	
Staff Reappointments Family Practice – Active Staff Michael Delaney, MD Marc Frick, MD Richard Hodgman, MD Jeremy Holmes, DO Andrew Long, DO Natalie Okerson-Sparks, MD Satya Pillay, DO	Upon recommendation from the KMHC Medical Staff, the Board of Trustees reviewed the reappointment applications from **Michael Delaney, MD; Marc Frick, MD; Richard Hodgman, MD; Jeremy Holmes, DO; Andrew Long, DO; Natalie Okerson-Sparks, MD; Satya Pillay, DO; Jennifer Polanic, MD; Nathan Sailor, DO and Gary Ziegler, MD** with Family Practice privileges as members of the Active Staff. Relevant information was discussed during the closed session. ***Motion was made and duly supported that the Board of Trustees approves the above noted providers for reappointment to the Active Staff of Kalkaska Memorial Health Center with privileges in Family Practice Services for the period of July 24, 2018 through July 23, 2020. All "AYE". Motion carried.***	

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TOPIC	SUMMARY	ACTION ASSIGNMENT
Jennifer Polanic, MD Nathan Sailor, DO Gary Ziegler, MD		
Family Practice – Consulting Staff Mark Zook, DO	Upon recommendation from the KMHC Medical Staff, the Board of Trustees reviewed the reappointment application from **Mark Zook, DO** with Family Practice/hospice privileges as a member of the Consulting Staff. Relevant information was discussed during the closed session. ***Motion was made and duly supported that the Board of Trustees approves the above noted provider for reappointment to the Consulting Staff of Kalkaska Memorial Health Center with privileges in Family Practice/Hospice Services for the period of July 24, 2018 through July 23, 2020. All "AYE". Motion carried.***	
Family Practice - Allied Health Professionals Maria Cupp, PA-C Sharon Johnson, PA-C Kimberly Michels, NP Thomas Minor, PA-C Christina Weasel Brege, PA-C	Upon recommendation from the KMHC Medical Staff, the Board of Trustees reviewed the reappointment applications from **Maria Cupp, PA-C; Sharon Johnson, PA-C; Kimberly Michels, NP; Thomas Minor, PA-C; Christina Weasel Brege, PA-C** with Family Practice privileges as a member of the Allied Health Professional Staff. Relevant information was discussed during the closed session. ***Motion was made and duly supported that the Board of Trustees approves the above noted providers for reappointment to the Allied Health Professional Staff of Kalkaska Memorial Health Center with privileges in Family Practice Services for the period of July 24, 2018 through July 23, 2020. All "AYE". Motion carried.***	
Open Dialogue From Members	A survey was conducted in Long Term Care recently related to 2 separate	

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TOPIC	SUMMARY	ACTION ASSIGNMENT
	reports made to the State of Michigan. The facility was cleared of all allegations.	
Questions and Comments From Guests	No guests were in attendance this evening.	
Upcoming Events/Conferences	Board members are asked to attend a session on the "Foundations of Safety Training. Several dates have been scheduled and were included in the packet for informational purposes.	Please let Ms. Smith know which session you are able to attend.
Adjournment	Upon proper motion the meeting was adjourned at 8:07 PM.	

Respectfully submitted,

Kathy Ryckman
Board Secretary/Treasurer