

**Granite County Hospital District
Board of Directors
Meeting
Tuesday May 28, 2013**

Present:

- Mr. Ken Burd
- Mr. Rick McGill
- Ms. Muriel Ramerman
- Mr. Jim Waldbillig

Absent:

- Ms. Judy Friede

A quorum of the Board was present.

The meeting was called to order by Chairman Ken Burd at 6:04pm on Tuesday May 28, 2013 at the Granite County Medical Center Conference Facility in Philipsburg, Montana.

The minutes from the April 23, 2013 meeting were reviewed. Several corrections were pointed out to the board by Mr. Carl Sundstrom. Muriel Ramerman made a motion to accept the minutes with corrections. Jim Waldbillig seconded the motion. The motion passed unanimously.

Standing Items

Medical Staff Report

Frank Pawlak advised the board that at the most recent medical staff meeting the credentialing file for Patrick Heaphy, DMD was reviewed and the medical staff is recommending to the board that he be credentialed with privileges as requested. He went on to report that the medical staff has been reviewing some policies to make minor adjustments as needed. Frank Pawlak concluded his medical staff report by noting that peer review is being completed by the medical staff.

Committee Reports

Muriel Ramerman reported to the board that the Quality and Safety Committee met recently and discussed an issue that is occurring in the facility with some staff calling off for shifts with very short notice. Work on the Human Resource policies will be completed soon which will put policies in place to prevent this sort of behavior from occurring. She went on to report that during the meeting it was discussed that there is difficulty for nursing staff being able to complete transcribing due to interruptions. To solve this issue, there will be a sign posted in the area requesting staff not to interrupt nursing personnel while transcribing. It was also noted that Yolanda Schulz and Heather Wicks are working on creating a policy manual that will show our policies and which conditions of participation they satisfy. Muriel Ramerman added that there have been some issues with the door to the medical records room being left open, and records being taken without following the proper sign out procedure. The lock to that door has been changed, and keys will only be given to certain staff members to ensure more security in this area. She concluded her report by noting that the facility is working to create a PAR system to help with stocking and ordering of supplies.

Jim Waldbillig reported that in the Facilities Committee work is being done to collect bids for the work on the sewer line project. This project is estimated to cost between nine and ten thousand dollars and should be started mid to late June.

Ken Burd reported that the Finance Committee will be meeting before the next regularly scheduled board meeting to review the budget and prepare any recommendations for the CEO and board to review and approve.

Rick McGill reported that due to the facility being short staffed on the day of the last Policy Review Committee meeting no policies were reviewed, and the Committee will be reviewing Human Resources policies at the next meeting.

Carl Sundstrom reported that at the last Marketing Committee meeting the discharge folder idea and design that was created by Yolanda Schulz was reviewed. He went on to note that the Committee also reviewed some additional ideas for future marketing.

Ken Burd reported that the Professional Affairs Committee reviewed the credentialing file for Patrick Heaphy, DMD and is making the recommendation to the board that he be credentialed with privileges as requested.

Credentialing

Jim Waldbillig made a motion to credential Patrick Heaphy, DMD with privileges as requested. Ken Burd seconded the motion. The motion passed unanimously.

New Business

Election by Acclamation

Jim Waldbillig announced that there was recently an election by acclamation and Rick McGill will be serving a new three year term on the board. He suggested that the board reorganize the structure at the next regularly scheduled meeting.

Open Comment

Nikki Graybeal questioned the board as to why this board meeting was held in Philipsburg, instead of the lower valley as the rotation would have had it. Ken Burd advised her that due to the short agenda, and lack of topics being covered he made the decision to hold the meeting in Philipsburg. Nikki Graybeal also mentioned some concern about agendas being posted in the lower valley, and expressed concern that not all residents have access to a computer to get these agendas from the Granite County Medical Center website. It was announced that anyone needing an agenda is able to call the hospital and speak to the board clerk to determine the best way to get an agenda to them.

Carl Sundstrom noted that the individuals involved in coordinating the Memorial Day Services wanted to thank the facility for the use of the van during the event.

The next meeting will be held on June 25, 2013 at 6:00pm. The meeting will be held in the lower valley at either the Drummond Library or the Hall School depending on the availability of those facilities.

Muriel Ramerman made a motion to adjourn the meeting. Rick McGill seconded the motion. The motion passed unanimously.

Meeting was adjourned at 6:32pm.

Ken Burd (Chairman of GCHD Board of Trustees)

Date