



PERSHING GENERAL HOSPITAL AND NURSING HOME BOARD OF TRUSTEES
SPECIAL BOARD MEETING MINUTES
Monday, May 6, 2019

ENTITY: Pershing General Hospital
DATE: May 6, 2019
TIME: 5:00 P.M.
PLACE: Pershing General Hospital
Conference Room – 850 6th Street, Suite 103

ATTENDING: **Board:** Joe Pierce, Carolyn Hultgren, Charlie Safford, Ted Bendure, Dana Tueller
 Staff: Patricia Bianchi, Cindy Hixenbaugh, Bryce Shields, Pam Weeldreyer

- 1) **CALL TO ORDER -** By Chairman Joe Pierce at 5:07 P.M.
- 2) **PUBLIC COMMENT -** No Public Comment
- 3) **CRITICAL ACCESS HOSPITAL (CAH) ITEMS**
 - a. **NEW BUSINESS:**

- i. Approval of Cynthia Hixenbaugh as Chief Executive Officer per the signed executive employment agreement.
Ted explained the existence of two copies of the contract and that Cindy would receive one and the board would retain one. He also questioned the date of the agreement and Cindy provided copies with the corrected date. Patty explained that the incorrect date was the date that the agreement was originally slated to be approved.
Carolyn asked Cynthia how she feels about the contract. Cynthia responded that she was fine with it and expressed that she was eager to begin.

BOARD TOOK THE FOLLOWING ACTION:

Motion to approve the executive employment agreement with Cynthia Hixenbaugh as of June 1, 2019 per the contract by Dana Tueller. Carolyn Hultgren seconded. Motion carried unanimously.

- ii. Approval of Pershing General Hospital and Nursing Home Credit card usage for Cynthia Hixenbaugh.

BOARD TOOK THE FOLLOWING ACTION:

Motion to approve Pershing General Hospital and Nursing Home Credit card usage in the amount of \$10,000.00 for Cynthia Hixenbaugh by Ted Bendure. Second by Charlie Safford. Motion carried unanimously.

- iii. Approval to authorize Cynthia Hixenbaugh to sign for up to \$50,000 for USDA funded purchases.
Patty explained that we have probably expended all of the monies available and the only expenditures that are coming in the future should be the heating units. But because of the uncertainty with the project, we would like to be prepared.

BOARD TOOK THE FOLLOWING ACTION:

Motion to approve Cynthia Hixenbaugh to sign for up to \$50,000 for USDA funded purchases by Ted Bendure. Charlie Safford seconded. Motion carried unanimously.

- iv. Approval to purchase Beckman/Colter hematology instrument for \$16,950.00 for the laboratory.
Ted inquired as to whether the equipment was new or used. Patty responded that it was new equipment. We will replace the outdated machine because the service technician said it could not be fixed again if it breaks down again. Ted also wanted to know if this replacement was anticipated. Patty replied affirmatively, but that we were trying to make it last as long as possible.

BOARD TOOK THE FOLLOWING ACTION:

Motion to approve the purchase Beckman/Coulter hematology instrument for \$16,950.00 for the laboratory by Ted Bendure. Seconded by Charlie Safford. Motion carried unanimously.

- 8) **PUBLIC COMMENT:**

Carolyn let attendees know that her email is currently down so, please call if you need to reach her.

Charlie requested a copy of the taxes for the foundation. Cindy stated that they are being worked on and she would send a copy when completed.

Cindy gave a brief update on the PA we are interested in hiring. We interviewed two candidates and extended an offer to one of them. We hope to solidify details and have him start sometime in September. He would collaborate with Dr. Vacek.

Cindy explained there was an error on our tentative budget – the tax rate was incorrect, but the numbers had been calculated correctly.

We received word that our Plan of Corrections for the Skilled Nursing Survey was accepted by the state.

Joe Pierce shared that he saw the Channel 2 News when Patty was speaking on behalf of the hospital.

Patty explained that after the signing tonight, there will be lots of things we will need to complete. There will be letters for signatures to send to the state as well as Medicare change of administrator applications being completed.

9) **ADJOURN:** By Chairperson Joe Pierce at 5:24 P.M.