

**JERSEY COMMUNITY HOSPITAL DISTRICT  
BOARD OF DIRECTORS  
MINUTES OF MEETING – June 30, 2022**

The monthly meeting of the Board of Directors of Jersey Community Hospital was held on Thursday June 30, 2022, with the following members in attendance: Dean Heneghan, Barb Van Walleghen, Joe Soer (via WebEx), Randy Newberry, Therese Macias, Mary Kirbach, Dr. John Palcheff, VP of Operations Kevin Goss, Chief Nursing Officer Julie Smith, VP of Finance Michelle Hopper, Sarah Crawford, Shane Winters, and CEO Beth King.

Dean Heneghan called the meeting to order at 7:00 p.m.

**Education/Spotlight:** Michelle Hopper reviewed the FY 2023 budget, including hospital and medical group metrics. The budget will leave a 2.8% operating margin, before any wage or market adjustments.

**CONSENT AGENDA:**

The consent agenda items, including credentialing for Jennifer Bauer, CRNA; Angie Stendebach, FNP; Dr. Chous Thao; and Dr. Robert Regenhardt and recredentialing for Dr. Lauren McCarthy; Dr. Timothy Ruff; and Carrie Purdy, CPNP-PC, were approved with a motion made by Mary Kirbach and a second by Therese Macias; all were in favor.

**GOVERNANCE REPORTS:**

A motion was made by Randy Newberry and a second by Joe Soer to approve the Building and Grounds Committee minutes of June 9, 2022; Quality Committee minutes of June 20, 2022; Finance Committee minutes of June 23, 2022; Executive Committee minutes of June 23, 2022; and the CEO Report. All were in favor.

**OLD BUSINESS:**

Building Project Update

Kevin Goss reviewed progress on Building Project. We are in between the design and construction drawing phase. Between each phase, we have tried to estimate the cost appropriately. We are looking at different vendors and design options to reduce the overall cost to compensate for inflation. The Certificate of Need from the State of Illinois to come in the next couple of weeks. Kevin presented a video on the preliminary design of the project. We still anticipate the construction phase to start in March 2023 and completion of project by August 2024. Discussion held. No action taken.

Capital Campaign Update

Beth King reviewed the Capital Campaign. Discussion held. No action taken.

**NEW BUSINESS:**

Organizational Strategic Plan 2022-2025

Beth King reviewed the Strategic Plan that the Board created last year, including any updates. The Board discussed the plan and turnover rate. A motion made by Therese Macias and a second by Randy Newberry approved the updated Strategic Plan for 2022-2025. All were in favor.

Organizational Goals for Fiscal Year 2023

Beth King reviewed the goals for the upcoming fiscal year, based on the updated three-year strategic plan. A motion to approve the goals and change the clinic visit goal to more than 1% was made by Joe Soer and a second by Barb Van Walleghen; all were in favor.

Approval of FY 2023 Operational Budget

Michelle Hopper reviewed the operational budget for the upcoming fiscal year, including significant assumptions and projections. After discussion, a motion was made by Barb Van Walleghen and a second by Mary Kirbach to approve the 1.5% Operational budget. All were in favor.

Approval of FY 2023 Wage Range Adjustments and Salary Review

Michelle Hopper reviewed the annual wage range adjustments and salary review completed by human resources. She reviewed the employee classes with the most significant impact from the market analysis review and discussed the impact of the minimum wage increases over the next year. The proposal includes a \$14 minimum wage. Michelle then reviewed the proposed average wage increase for FY 2023 included in the operational budget. A motion was made to approve a 4% average wage increase, \$205,000 market adjustment increase, and a contingency fund to move the operating margin to 1.5% was made by Randy Newberry and seconded by Joe Soer, all were in favor.

A motion made by Joe Soer and a second by Randy Newberry approved a one-time employee thank you bonus based on longevity. All were in favor.

Approval of FY 2023 Capital Budget

Michelle Hopper presented information on the capital budget for the upcoming fiscal year. We had a total capital budget of \$3.9 million submitted in the proposal by department heads. The proposal includes a \$2 million capital budget. A motion made by Finance Committee and a second by Barb Van Walleghen approved the proposal. All were in favor.

Conflict of Interest and Code of Conduct Forms

The annual conflict of interest and code of conduct forms were distributed for signature by all board members. No action taken.

Grafton Clinic Space

Beth King presented information on the Grafton Clinic and related activity. The clinic is no longer open, but we still rent the space. Discussion held. No action taken.

EMR Proposal

Beth King presented information on the EMR proposal, including input from the Director of IT, Shane Winters. The proposal includes signing an agreement with Cerner. Implementation is an 18-month process after the agreement is signed. A motion made by Therese Macias and a second by Mary Kirbach approved a contract with Cerner. All were in favor.

Adjournment:

At 8:40 p.m., a motion was made by Therese Macias and a second by Randy Newberry, all were in favor; the June meeting was adjourned.

Respectfully submitted,  
Sarah Crawford  
Substitute Board Liaison