

**BOARD OF TRUSTEES
FEBRUARY MEETING MINUTES
WEDNESDAY, MARCH 7, 2018 4:00 P.M.**

MEMBERS PRESENT: Kevin Bailey, Dixie See, Ron Mischke, Shirley Coulter, David Smith, and Dr. Tim Scott

MEMBERS ABSENT: Gene Davis

Others Present: Mike McCafferty

CALL MEETING TO ORDER

Kevin Bailey, Chairman, called the meeting to order at 4:02 p.m.

PUBLIC COMMENTS, INTRODUCTIONS

None.

APPROVAL OF AGENDA and MINUTES

Dixie See motioned to approve the February agenda. Dr. Scott seconded the motion. Motion carried.

The minutes from the January board meeting held on Wednesday, February 7, 2018 were reviewed. Shirley Coulter moved to approve the minutes. David Smith seconded the motion. Motion carried.

OLD BUSINESS

None.

QUALITY COMMITTEE REPORT

The Quality Committee members reviewed the HCAHPS scores. The Environment of Care Plan for 2018 was reviewed and approved by the committee with no concerns. A modified calendar was presented to the Quality Committee to include pain management reviews, as this is a requirement of the Joint Commission, updates on Lean transformation and rapid improvement events.

Ron Mischke presented to the board a resolution for review and approval. It is the recommendation of the Quality Committee to approve "The Resolution Delegating Responsibility for Resolution of Grievance to Patient Concerns Committee." The committee is already in existence, but a resolution is required by CMS, identifying that a grievance can come before this committee to be resolved and not before the board of trustees. David Smith motioned to approve the resolution as written. Ron Mischke seconded the motion. Motion carried.

MEDICAL STAFF REPORT

Credentialing

Tracy Jons, PA-C requests non-physician surgical assistant specialty privileges to assist in surgery under the direct guidance or supervision of an active OB/GYN surgeon. Dixie See motioned to approve the additional privileges. Dr. Scott seconded the motion. Motion carried.

Kimberlee Gilbert, FNP-C requests non-core cardiac stress test privileges under the Hospitalist physicians' direction. Shirley Coulter motioned to approve the cardiac stress test privileges. Dr. Scott seconded the motion. Motion carried.

ADMINISTRATION REPORT

Lean Transformation Status Report – A report on the first Value Stream Analysis (VSA) will be on Friday, March 9th at 9 am at the Gould Street office; Board members are welcome to attend. The work done will help with process improvements and the delivery of high level value to the patient. Lekan Ajayi has been hired as the Director of Lean Transformation and is responsible for the oversight of the Lean engagement work. Big Horn Mountain Medicine (BHMM) is the focus for the initial VSA and identifying the opportunities for improvement. Based on the outcome of the VSA, Rapid Improvement Events (RIE) will be done monthly, identifying obstacles or barriers from processes that can be fixed. The delivery of consistent and standard work will benefit the patients and improve employee satisfaction.

Board Governance Training – There is an opportunity to bring in a nationally known speaker through the Greeley Institute to Sheridan, offering improved training to the board. Sheridan Memorial Hospital will take the lead and build a program to offer high level education to regional boards. This initiative will be a 1 day education and the target date is in late August or early September.

Top 20 Designation – Sheridan Memorial Hospital has been notified for a 2nd year in a row that we have been identified as a Top 20 Rural Community Hospital by the National Rural Health Association. We are comfortable with the metrics the NRHA collected to base their decision. We will share this information with the staff and community. Congratulations were extended by the Board members for this designation.

FINANCE COMMITTEE REPORT

The Finance Committee reports that a gain was posted for the month of January and volumes have picked up. It appears that the trend is holding for February. We have more Medicare patients and an upward movement in VA utilization. We have higher write offs, however we are experiencing an improvement in net revenues and collections, and expenses are being controlled. The committee reviewed the vouchers with no concerns noted.

FOUNDATION REPORT

Joe Wright was introduced to the board. Joe is the CEO of Kennon Products and serves as the Treasurer on the Foundation Board.

The MRI project has received a \$400K gift from the Griffith Foundation. There have been 37 individual gifts received and \$36K from the Employee Partner Program. Approximately \$500K has been collected to date. The Griffith Foundation has given 28 gifts over the years totaling \$8M dollars.

The Foundation continues to achieve goals through community partnerships. The recent Wyoming Hospital Association newsletter featured the Welch Cancer Center Breast Boutique resulting in numerous positive phone calls. Save the date for July 6th, as this will be the annual golf tournament at the Powder Horn.

BUILDING COMMITTEE REPORT

The Building Committee reports that the MAC Expansion project is moving along nicely with no major issues to discuss. The MRI update is delayed by one week due to the discovery of an old brick wall. No other issues were reported.

OTHER BUSINESS

None.

EXECUTIVE SESSION

Ron Mischke moved to adjourn into Executive Session at 4:36 p.m. after a short recess to discuss personnel. David Smith seconded the motion. Motion carried.

The Board reconvened into general session at 5:21 p.m. with the above action taken on Medical Staff credentialing. David Smith motioned to accept the recommendation of the Executive Evaluation Committee as discussed in Executive Session. Dixie See seconded the motion. Motion carried.

ADJOURNMENT

With no further matters to come before the board, the meeting adjourned at 5:23 p.m.

Patty Forister, Recorder

Shirley Coulter, Secretary