

BOARD OF TRUSTEES
AUGUST MEETING MINUTES
Wednesday, August 29, 2012 3:00 P.M.

MEMBERS PRESENT: Ron Mischke, Kevin Bailey, Gene Davis, Dixie See, Gary Miller

MEMBERS ABSENT: David Smith, Dr. Strahan

Others Present: Mike McCafferty and Dr. Addlesperger

CALL MEETING TO ORDER

Ron Mischke Chairman, called the meeting to order at 3:00 p.m.

PUBLIC COMMENTS, INTRODUCTIONS

Mr. Mischke introduced Dr. Gregory Marino, new employed Medical Oncologist who will begin practice at the Welch Cancer Center on September 4, 2012. He and his wife, Debbie have traveled 3,200 miles from Anchorage, AK to Sheridan and anticipate a wonderful beginning in Sheridan, Wyoming. Dr. Marino has been the Director of the Alaska Native Medical Center in Alaska where he built a successful hematology/oncology department in a rural area of the country, similar to Wyoming. Dr. Marino focuses on care that allows patients to stay close to their families at home. Dr. Marino hopes to continue this care approach in Sheridan and use many of his resources from Alaska to do so. Dr. Marino noted how impressed he is by the Cancer Center, with not only the physical plant of the new building, but with the commitment of the staff. This speaks loudly of a strong leadership and community based facility.

APPROVAL OF AGENDA and MINUTES

The agenda for the August Board of Trustees was available for review. Motion was made by Kevin Bailey to approve the August Board agenda. Gene Davis seconded the motion. Motion carried.

The minutes from the July Board Meeting, held on August 1, 2012 were reviewed. A motion was made by Gene Davis to approve the July Board meeting minutes. Dixie See seconded the motion. Motion carried.

The minutes from the August Special Board Meeting, held on August 14, 2012 were reviewed. A motion was made by Dixie See to approve the August Special Board meeting minutes. Kevin Bailey seconded the motion. Motion carried.

OLD BUSINESS

None

QUALITY COMMITTEE REPORT

The Quality Committee did not meet in August; therefore, no report was necessary.

MEDICAL STAFF REPORT

Mr. McCafferty noted special thanks to Dr. John Addlesperger and his Medical Staff leadership, specifically working on the electronic medical record transition system.

The Medical Staff report was provided by Dr. Addlesperger. Dr. Addlesperger presented the Medical Staff membership and privilege request for the following:

Cheryl Varner, MD is being recommended to the Board of Trustees to move from Provisional to Active Senior Staff membership with Surgery privileges at Sheridan Memorial Hospital. Dr. Addlesperger explained that The Department of Surgery and the Medical Executive Committee have reviewed the performance and credentials of Dr. Varner and recommend that the Board of Trustees confer Senior Staff membership with Medicine privileges to all three members. After discussion, Kevin Bailey made a motion to promote Dr. Varner from Provisional to Active staff membership status. Gene Davis seconded the motion. Motion carried.

Kimberlee Gilbert, APRN is requesting Affiliated Health Care Practitioner Staff membership in the Department of Medicine at Sheridan Memorial Hospital. Mrs. Gilbert will be working as a Family Nurse Practitioner at Big Horn Mountain Medicine, under the supervision of Drs. Ian Hunter and Cindy Sharp. After review of credentials file, Dixie See made a motion to approve the requested privileges of Kimberlee Gilbert. Gene Davis seconded the motion. Motion carried.

Donna Holst, LAT is requesting Affiliated Health Care Practitioner Staff membership in the Department of Medicine, ED, and Pediatrics at Sheridan Memorial Hospital. After review of credentials file, Dixie See made a motion to approve the requested privileges of Donna Holst. Gene Davis seconded the motion. Motion carried.

Kathleen Mullaney, LCSW is requesting Affiliated Health Care Practitioner Staff membership in the Department of Medicine, ED, and Pediatrics at Sheridan Memorial Hospital. After review of credentials file, Gene Davis made a motion to approve the requested privileges of Kathleen Mullaney. Dixie See seconded the motion. Motion carried.

ELECTRONIC MEDICAL RECORD (EMR)

Mr. Nyle Morgan, Chief Information Officer, provided an update on the Cerner electronic medical record (EMR) progress after go-live date of August 20, 2012.

Mr. Morgan thanked those Board members who were able to go on the hospital tour of the electronic medical record (EMR) system. Mr. Morgan reported overall he is seeing a positive attitude throughout the organization after go-live with a successfully functional system in place. Paper isn't yet eliminated, but well on its way. Mr. Morgan has not yet heard any staff surrender to "I don't know what to do" when identifying a problem. All employees are stepping up to the challenge of change and are doing an exceptional job identifying and addressing issues as they arise. There have been approximately 600 fielded calls through the Cerner support hotline. Many of these

concerns have been technical issues regarding the workflow pieces of individual departments that are solvable. Each have been looked at separately and figured out through appropriate department super users and Cerner team members. In perspective of the patient, there have been no major disruptions identified rather than the anticipated longer wait times. This is due to the steep learning curve of staff, but will level out the more they work with the system and customize their individual workflows. A bigger issue, such as viewing the backend of the financial outlook and medical records coding process is the next big step for the Cerner team to tackle. Mr. Morgan has been through many other EMR transitions at other institutions in his career and so far recognizes Sheridan Memorial Hospital employees as a great team with positive attitudes, using an exceptionally well-built product. Not only have we implemented a whole new medical record system, but also have introduced additional new software with a new dictation system, Nuance, implemented dynamic documentation, and able to transcribe with a new voice recognition software. Mr. Morgan shared a Cerner blog post release with the Board that announced Sheridan Memorial Hospital as the first client to go live with dynamic documentation in a production setting. This is a significant milestone for Cerner physician users. Dynamic documentation allows notes to be generated based on physician actions that are entered in the chart, allowing physicians to spend more time with their patients and follow the flow of how they care for their patients. This truly tells the story of the patient in the medical record.

Dr. Addlesperger spoke in the perspective of a physician, stating there are many improvements to be made, but physicians are taking it well overall to a big change in practice habits. Decreasing time spent on the chart and increasing patient interaction is the ultimate goal. Dr. Addlesperger sees staff catching on quickly and the end product of documentation more improved.

ADMINISTRATION REPORT

Jay Stender, Executive Director and Board Vice-Chair, Aaron Sopko, General Manager of ACT were present as members of Forward Sheridan, an economic development group to present the Board with an update on their recent business activities. Mr. Stender first applauded the hospital on its present and future growth successes as it has served as a driving force for the whole Sheridan community and in Sheridan Forward's economic development message. Mr. Stender appreciates such an engaged and aggressive Board of Trustees to rely on and focus on important growth projects such as recruitment efforts and growth needs. Related to the recruitment aspect, Mr. Stender reported on how they have worked with size selector companies to document the "community" information related to business recruitment. In this analysis conducted, they have identified the community offering a much larger medical capacity for its population. This is just one example of how the community invests in itself. Forward Sheridan has also been involved with many statewide projects such as awarded grants for telehealth expansions, transportation efforts, and communication initiative in making positive steps in the economic growth of the community. Mr. Stender introduced Aaron Sopko, Director of ACT of Sheridan who is a two-year resident of Sheridan and feels lucky to live in the Sheridan and invest in the work of Forward Sheridan. Forward Sheridan has impacted ACT in the expansion of the high-tech business incubator now up and running. Learning from Forward Sheridan's business tactics, ACT has gone from employing three to over 26 local residents and is focused on establishing a positive relationship with the Sheridan Community to help local businesses grow. Mr. Sopko is honored to serve on the Forward Sheridan Board and also applauds the hospital as a number one driver for families to relocate to

Sheridan. Mr. Stender concluded in thanking the hospital Board for the opportunity to work with them and in continuing to work together to serve the Community.

Mr. McCafferty reported on the continual discussions regarding construction of a new Medical Office Building. No recommendations for action are necessary at this time. Lots of work has been accomplished in the past two months regarding layout plans to provide a viable design with consideration of costs and budget. TSP will be offering different versions of what the building may look like to match the current Medical Arts Complex. Mr. McCafferty expected to schedule a September work session with the Board to discuss details and ensure all the right decisions are being made.

FINANCE COMMITTEE REPORT

Gene Davis reported the Finance Committee met and acknowledged that the vouchers and Mr. McCafferty's MasterCard had been reviewed and were sufficient.

Mr. Ed Johlman reported on the July financial analysis. July marked the first time SMH has experienced consecutively monthly losses since 2010. Losses were due to a very slow start to the year in inpatient revenue. As with revenue, stats for the inpatient book of business are trending lower and there is a shift to outpatient services. Ed Johlman explained the change to the Statement of Operations for FY2013 due to an accounting rule change. Bad Debts and Medical Assistance is now grouped together in their own section on the upper part of the "Deductions from Revenue" section of the statement. July's statement is the first statement to reflect this change. Bad Debts and Medical Assistance were over budget by a combined \$150K. Bad Debts were over by \$53K and Medical Assistance was over by \$97K.

FOUNDATION REPORT

No Report

BUILDING COMMITTEE REPORT

Mr. Forister, Facilities Manager, provided the following report in addition to Board packet information provided for member review.

- ✓ Welch Cancer Center (WCC) – The Cancer Center continues to be on schedule and very close to budget. An order change of approx. \$15,000 has have been approved through committee for an additional patio section.
- ✓ Cath Lab: Project is underway on a fast paced schedule. The construction schedule is finalized, with a substantial completion date of November 2nd, and construction completed by November 23rd.
- ✓ Pathology: The Pathology project is complete.

OTHER BUSINESS

Danae Brandjord, Marketing Director announced prizes are being awarded for those who have "liked" the Sheridan Memorial Hospital Facebook page.

EXECUTIVE SESSION

The meeting moved into closed session at 3:50 p.m. for discussion of personnel and legal matters. The meeting then reconvened into public session at 4:20 p.m. Medical staff privileges were discussed. Please see the Medical Staff report for action taken.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 4:25 p.m.

Recorder,
Amy Ligocki

Michael Strahan, M.D., Secretary