

**BOARD OF TRUSTEES  
JULY MEETING MINUTES  
WEDNESDAY, AUGUST 1, 2018 4:00 P.M.**

**MEMBERS PRESENT:** Kevin Bailey, Gene Davis, Shirley Coulter, Andrea Mellinger,  
Dr. Tim Scott

**MEMBERS ABSENT:** Ron Mischke, David Smith

**Others Present:** Dr. Ian Hunter and Mike McCafferty

**CALL MEETING TO ORDER**

Kevin Bailey, Chairman, called the meeting to order at 4:01 p.m.

**APPROVAL OF AGENDA and MINUTES**

The July board meeting agenda was reviewed. Gene Davis motioned to approve the agenda as presented. Shirley Coulter seconded the motion. Motion carried.

The minutes from the June board meeting held on Wednesday, June 27, 2018 were reviewed. Shirley Coulter moved to approve the minutes as presented. Dr. Scott seconded the motion. Motion carried.

**OLD BUSINESS**

None.

**PUBLIC COMMENTS, INTRODUCTIONS**

Kevin Bailey took the opportunity to welcome our newest trustee, Andrea Mellinger to the board. Andrea filled the vacancy left by Dixie See whose term expired after 14 years on the board.

**QUALITY COMMITTEE REPORT**

The patient safety initiative of tracking medication scanning with a goal of greater than 90% has been met by all medical units. The call back rate for mammograms since implementing the 3D mammography is being tracked. The call back rate is 4%-5% compared to approximately 10% previously. (Nationally the call back rate is 10%). The Foundation was instrumental in obtaining this technology for the community and it is having a great impact on patient satisfaction.

MIPS Report - Dr. Addlesperger gave a slide presentation explaining what MACRA (Medicare Access and CHIP Reauthorization Act) is before going into more detail about MIPS (Merit-Based Incentive Payment System) and how this incentive program affects the hospital and how our physicians get paid. MIPS is based on performance in four categories: quality, resource use, clinical practice improvement activities and meaningful use of an electronic health record system (EHR). Data from the 2017 performance period reflects how we will be paid in 2019 (always runs two years in arrears). Because the hospital scored well on the metrics, we will receive more funds. Participating in this program will help drive change. The hospital is positioned to continue doing well and to earn a favorable return on our money. We have positioned ourselves with cost to the patient in mind as well. The award we received from NRHA (National Rural Health Association) uses the same metrics. Sheridan Memorial Hospital was recognized by Becker as one of the top 100 community hospitals, again utilizing these metrics, with Iverson Memorial Hospital as the only other Wyoming hospital recognized for 2018.

Director of Nursing – Barb Hespen introduced Lacey Johnson as the new Director of Nursing. Lacey has been the Medical/Surgical Manager for a number of years at Sheridan Memorial Hospital. Congratulations extended by all.

## **MEDICAL STAFF REPORT**

Credentialing was discussed in Executive Session and the following action is taken:

Honorary Medical Staff – the following physicians have applied for Honorary Medical Staff membership at Sheridan Memorial Hospital: William Doughty, MD with 42 years of service in Pathology, Timothy Scott, MD with 40 years of service as an OB/GYN, and Andrew Hall, MD with 21 years of service as an Ophthalmologist. Kevin Bailey motioned to approve the Honorary Medical Staff requests. Gene Davis seconded the motion. Motion carried with Dr. Scott abstaining.

Camilla Reese, MD has requested renewal of her Telemedicine Infectious Disease consulting privileges. Shirley Coulter moved to approve. Dr. Scott seconded the motion. Motion carried.

Staci Lee, MD has requested renewal of her Telemedicine Infectious Disease consulting privileges. Kevin Bailey moved to approve. Andrea Mellinger seconded the motion. Motion carried.

Colleen Shaw, MD has requested Active Medical Staff privileges as she is the newest pediatrician to join Dr. Wohl and Dr. Oss in their practice. Shirley Coulter moved to approve. Dr. Scott seconded the motion. Motion carried.

Elizabeth Mahoney, LCSW has requested medical staff privileges as a Licensed Clinical Social Worker for Mental Health Consultant/Examiner/Case Manager. She is a current member of the hospital staff. Gene Davis moved to approve. Shirley Coulter seconded the motion. Motion carried.

Amber Friis, LCWS has requested medical staff privileges as a Licensed Clinical Social Worker for Mental Health Consultant/Examiner/Case Manager. Kevin Bailey moved to approve. Shirley Coulter seconded the motion. Motion carried.

## **ADMINISTRATION REPORT**

Scope of Services – Sheridan Memorial Hospital maintains a deemed status with the Joint Commission. It is a requirement of the Joint Commission to report on the services offered to the community and have those services reviewed and approved by the Board of Trustees on an annual basis. Dr. Scott motioned to approve the scope of services presented. Gene Davis seconded the motion. Motion carried.

Lean – Dr. Addlesperger gave an update on Lean and the strategic planning going on. The Transformational Plan of Care (TPOC) has now been changed to the Transformation Plan which contains our operational plan goals for the next several years. BHMM finished their second rapid improvement event on scheduling and developed scheduling templates and standard work. Upfront collection is the next event in the registration process, and we will determine where to go from there this fall. There is a higher level of engagement, and this higher level ties back into our strategic framework and how it aligns with strategic planning and the transformation plan.

Parking Lot Reconstruction – The communication plan for the parking lot construction for the Emergency Department and the lot in front of the existing Medical Arts Complex (MAC) and Dialysis was discussed. Press releases, way finding signage, and maps have been distributed to aid in our endeavor to provide a safe and patient/visitor friendly access to the many areas affected. Information and updates will be posted on social media as well to keep the public informed. Estimated time frame is 10 weeks; the parking lot in front of the MAC is estimated to be a 6 week time frame. If it is completed in the time frame, we will open it up for use with access from Highland Avenue. Emergency Room parking has designated spaces in front of the hospital.

## **FINANCE**

The hospital has ended the fourth quarter with an increase in cash flow. This was attributed to gifts plus minimal capital activity resulting in an increase to our cash on hand. We hope to have an increase for July as well. We have experienced a decline in surgery cases, but an increase in endoscopy and interventional radiology cases. Costs only increased by .66%, which is a testament to management paying attention to their areas and looking for opportunities to control costs. We continue to have issues with uninsured patients and the payer mix is deteriorating with a continued decline. The hospital had over 800 encounters with uninsured patients in the

last quarter. We will look for opportunities on the back end to help get patients qualified for Medicaid. The payer mix was worse in July, which will have a negative effect on the outcome, even though surgical cases were higher for the same period.

### **FOUNDATION REPORT**

The golf tournament was a success with 140 golfers and raising over \$40K. The Foundation golf tournament next year will be Friday, July 5, 2019. The Foundation partnered with Big Horn Design and Kings Ropes for Pink Link hats. 150 hats were sold to Foundation partners, and the Foundation obtained 20 new partners; 420 hats were sold Thursday night at the rodeo, and online sales generated sales of 70 additional hats. There will be additional hats available for sale at the Pink Link in October. Over the last 9 years, approximately 6,000 people have participated in this event. With this being the 10<sup>th</sup> anniversary, we would like to have 1,000 participate in The Link.

The Foundation hosted their annual meeting on July 24<sup>th</sup>, and it was well attended. The Foundation Board said goodbye to Andrea Mellinger and Dave Nicolarsen and added Vicki Jorgenson to the board. Vicki has been committed to the Foundation for a long time and will be a great addition to the team. Cody and Ada also took a couple of days to attend the Wyoming Community Conference.

### **BUILDING COMMITTEE REPORT**

The committee welcomed Andrea Mellinger to the group. The committee discussed the parking lot project as reference above and the MAC Expansion which is moving along nicely. The doors are the highest risk right now, and we are determining if we will get our doors on time. The rest of the project is moving along as planned. Estimated move date for Big Horn Mountain Medicine to the new location is October 15, 2018.

### **OTHER BUSINESS**

#### **EXECUTIVE SESSION**

Kevin Bailey moved to adjourn into Executive Session at 4:56 p.m. after a short recess to discuss personnel. Gene Davis seconded the motion. Motion carried.

The Board reconvened into general session at 5:07 p.m. Please see above for action taken on Medical Staff Credentialing.

### **ADJOURNMENT**

With no further matters to come before the board, the meeting adjourned at 5:09 p.m.

Patty Forister, Recorder

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Shirley Coulter, Secretary