

BOARD OF TRUSTEES
NOVEMBER MEETING MINUTES
Wednesday, December 5, 2012 **3:00 P.M.**

MEMBERS PRESENT: Ron Mischke, Kevin Bailey, Gene Davis, Dixie See, David Smith, and Dr. Strahan

MEMBERS ABSENT: Gary Miller

Others Present: Mike McCafferty and Dr. Addlesperger

CALL MEETING TO ORDER

Ron Mischke, Chairman called the meeting to order at 3:05 p.m.

PUBLIC COMMENTS, INTRODUCTIONS

None

APPROVAL OF AGENDA and MINUTES

The agenda for the November Board of Trustees was available for review. Motion was made by Dr. Strahan to approve the November Board agenda. Gene Davis seconded the motion. Motion carried.

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

OLD BUSINESS

None

QUALITY COMMITTEE REPORT

Mrs. Charlotte Mather reported that at Quality Council's previous meeting members discussed and reviewed a new format to the quality scorecards, matrix, and dashboard reports to more appropriately reflect new information presented on upcoming value based purchasing and CMS required documentation. Per request, this new formatted information will be sent via email to the Board members for review.

Mrs. Mather noted that the week of December 10, 2012, management and leadership will receive results from the culture of patient safety survey of which over 300 employees participated in. Results will be available for all staff and board members thereafter.

Mr. Mike McCafferty discussed background information regarding the Leapfrog organization. A recent article in the Sheridan Press identified SMH as graded as a level "C" (A-F). Leapfrog is a for-profit quality organization that retrieves data from patient satisfaction scores (HCHAPS) and asks hospitals to report many specific quality indicators to level up to certain benchmarks. SMH decided to submit data to Leapfrog this past year after the Wyoming Business Coalition pressed all Wyoming hospitals to do so. Data is not asked based on size of hospital nor took into account the early conversion of the EMR or specific specialties (i.e. 24 hour ICU Intensivists). These indicators may

have helped contribute to the lower than expected rating, but also pose opportunities for education, improvement, and goals to strive towards in order to increase the Hospital's "rating" with Leapfrog. Most importantly, Sheridan Memorial Hospital is focused on providing excellent quality care, based upon evidence based medicine, and physician leadership.

Board members inquired about what percentage of post discharge surveys are returned by patients. Mrs. Mather reported approximately 30% of surveys are returned. The Hospital now is using NRC Picker, rather than AVATAR, in retrieving and reporting patient satisfaction scores. The decision to change to NRC Picker was based on the relevancy of reporting criteria they request rather than what AVATAR requires.

Mrs. Mather also noted a national recruiting company continues to search for a Quality Director.

MEDICAL STAFF REPORT

The Medical Staff report was provided by Dr. Addlesperger. Dr. Addlesperger extended an invitation to the Board Members to attend the upcoming Medical Staff Quarterly Meeting on December 11, 2012 at 6pm in Sheridan Memorial Hospital Conference Rooms A&B.

Judith McDowell, FNP is requesting Advanced Practice Registered Nurse privileges in the Department of Medicine at Sheridan Memorial Hospital, specializing as a Family Nurse Practitioner (FNP) and employee of Big Horn Health Network / Sheridan Memorial Hospital, under the supervision of Dr. Hugh Batty at Soldier Creek Medical. After review of credentials file in the executive session, Dr. Strahan made a motion to approve the requested privileges of Judith McDowell. Dixie See seconded the motion. Motion carried.

In executive session, Dr. Addlesperger presented the Active & Consulting staff members that are being recommended by the Medical Executive Committee to be reappointed with Sheridan Memorial Hospital membership and clinical privileges for the 2013-2014 credentialing period. The Active & Consulting Staff members presented and reviewed were as follows:

ACTIVE STAFF (ACTION TAKEN)

First Name	Last Name	Title	Specialty	Department(s)
John	Addlesperger	DO	Emergency Medicine / Family Medicine	MEDICINE / EMERGENCY
Daniel	Alzheimer	MD	Diagnostic Radiologist	RADIOLOGY
Scott	Bateman	MD	Otolaryngology -ENT	SURGERY
Hugh	Batty	MD	Internal Medicine	MEDICINE
Michele	Bennett	MD	Family Medicine	MEDICINE / PEDIATRICS (w/ conditions)
Mary	Bowers	MD	Pediatrician	PEDIATRICS
Michael	Brennan	MD	Internal Medicine / Cardiology	MEDICINE / SURGERY
William	Doughty	MD	Pathology	MEDICINE / SURGERY

James	Ferries	MD	Orthopaedic Surgery	SURGERY
Joseph	Garcia	MD	Internal Medicine / Cardiology	MEDICINE / SURGERY
Derek	Gilbert	MD	Family Medicine / Hospitalist	MEDICINE
Lawrence	Gill	MD	Obstetrician/Gynecologist	OB / SURGERY
Walter	Gould	MD	General Surgery	SURGERY
Andrew	Hall	MD	Ophthalmology	SURGERY
Bradley	Hanebrink	DO	Anesthesiology	SURGERY
Stephen	Holst	MD	Urology	SURGERY
Ian	Hunter	MD	Internal Medicine / Hospitalist	MEDICINE
Corey	Jost	MD	General / Vascular / Endovascular Surgery; Vascular & Interventional Radiology	SURGERY / RADIOLOGY
Brian	Laman	MD	Orthopaedic Surgery	SURGERY
Jacob	Lieb	MD	Emergency Medicine	EMERGENCY
Barry	Mangus	MD	General Surgery	SURGERY
Gregory	Marino	DO	Hematology/Oncology	MEDICINE
Thomas	Mayer	MD	Neurology	MEDICINE
Teresa	Mazur	MD	Emergency Medicine	EMERGENCY
Gregg	McAdoo	MD	Obstetrician/Gynecologist	OB / SURGERY
Brenton	Milner	MD	Orthopaedic Surgery	SURGERY
Suzanne	Oss	MD	Pediatrician	PEDIATRICS
Anthony	Quinn	MD	Orthopaedic Surgery	SURGERY
Garry	Rains	MD	Anesthesiology	SURGERY
Thomas	Richards	MD	Emergency Medicine	EMERGENCY
John	Ritterbusch	MD	Orthopaedic Surgery	SURGERY
Irving	Robinson	MD	Emergency Medicine / Family Medicine	MEDICINE / EMERGENCY
Dennis	Schreffler	MD	Pathology	MEDICINE / SURGERY
David	Schultz	MD	Anesthesiology	SURGERY
Timothy	Scott	MD	Obstetrician/Gynecologist	OB / SURGERY
Cindy	Sharp	MD	Internal Medicine / Nephrology	MEDICINE
Sara	Smith	MD	General Surgery	SURGERY
Alan	Smith	MD	Anesthesiology	SURGERY
John	Stamato	MD	Radiation Oncologist	RADIOLOGY
Michael	Strahan	MD	Family Medicine	MEDICINE

Patricia	Tobi	MD	Anesthesiology	SURGERY
James	Ulibarri	MD	Orthopaedic Surgery	SURGERY
Cheryl	Varner	MD	Otolaryngology -ENT	SURGERY
Jason	White	MD	Radiologist	RADIOLOGY
William	Williams	MD	Internal Medicine	MEDICINE
Barry	Wohl	MD	Pediatrician	PEDIATRICS
Jeremy	Zebroski	MD	Orthopaedic Surgery	SURGERY

After reconvening from review in executive session, a motion was made by Dr. Strahan to approve the membership and clinical privileges for the listed Active Staff members presented, recusing himself from the list; motion seconded by Dixie See. Motion carried.

Dr. Strahan excused himself from the public session of the meeting. A motion was made by Kevin Bailey to approve the membership and clinical privileges of Active Staff member, Dr. Michael Strahan as presented. Motion seconded by Dixie See. Motion carried.

CONSULTING STAFF (ACTION TAKEN)

First Name	Last Name	Title	Specialty	Department(s)
Jeffrey	Cloud	MD	Gastroenterology	MEDICINE
Patrick	Cobb	MD	Hematology/Oncology	MEDICINE
Kim	Fehir	MD	Hematology/Oncology	MEDICINE
Laura	Ferries	MD	Endocrinology	MEDICINE
Allen	Gee	MD	Neurology	MEDICINE
Raoul	Joubran	MD	Gastroenterology	MEDICINE / SURGERY
Kent	Katz	MD	Gastroenterology	SURGERY / MEDICINE / PEDIATRICS (emergency only)
Grace	Kim	MD	Nephrology	MEDICINE
David	Letts	MD	Emergency Medicine	EMERGENCY
Martin	Lucas	MD	Hematology/Oncology	MEDICINE
Benjamin	Marchello	MD	Hematology/Oncology	MEDICINE
Heather	McGuire	MD	Nephrology	MEDICINE
Craig	McLaws	DPM	Podiatry	SURGERY
David	Neilsen	MD	Emergency Medicine	EMERGENCY
Amber	Robbins	MD	Dermatology	MEDICINE
Blaine	Ruby	MD	General Surgery	SURGERY
Scott	Sample	DO	Cardiology	MEDICINE
Anup	Sidhu	MD	Psychiatry with Pediatrics	MEDICINE / PEDIATRICS

Michel	Skaf	MD	Cardiology	MEDICINE
Robert	Stears	MD	Diagnostic Radiology	RADIOLOGY
Alan	Thometz	MD	Cardiology	MEDICINE
Kendrick "Kim"	Trostel	MD	Nephrology	MEDICINE
Mark	Walter	MD	Psychiatry	MEDICINE

After reconvening from review in executive session, a motion was made by Dr. Strahan and seconded by Kevin Bailey to approve the membership and clinical privileges for the listed Consulting Staff members presented. Motion carried.

The following Active and Consulting staff members were reported to the Board as voluntarily relinquishing their membership and privileges at Sheridan Memorial Hospital for reasons discussed in executive session.

RELINQUISHMENTS - INFORMATION ONLY

First Name	Last Name	Title	Specialty	Department(s)
Christopher	Brown	MD	Internal Medicine / Infectious Disease	MEDICINE
James	Burke	MD	Hematology/Oncology	MEDICINE
David	Christianson	MD	Hematology/Oncology	MEDICINE
Robert	Hanna	MD	Ophthalmology	SURGERY
Susan	Roberts	MD	Family Medicine	MEDICINE
Wojciech	Zolcik	MD	Psychiatry	MEDICINE / PEDIATRICS

ELECTRONIC MEDICAL RECORD (EMR)

Mr. Nyle Morgan, Chief Information Officer, provided an update on the Cerner electronic medical record (EMR) progress. Mr. Morgan reported a number of staff working through revenue cycle issues in order to ensure the appropriate information is retrieved from the system for billing purposes. Cerner representatives have recently visited SMH in order to review the EMR project roadmap. Within this document, outstanding to-do items have been outlined as well as discussions on how the Cerner product will be able to assist with the transition to ICD10 coding system, as federally required in 2013 to comply with. Dr. Addlesperger continues as a champion on the EMR physician team, helping fellow physicians and encouraging continued education and involvement in the project. Mr. Morgan noted recent conversations with Cerner to implement the ipad into the workflow of physicians. Dynamic documentation will assist in this future initiative. Although many future projects are in the works, staff and the EMR team continue to focus on the present improvements such as continuous training, billing and finance aspects of the system, and coding capabilities.

ADMINISTRATION REPORT

MAC II Building

Mr. McCafferty reported planning continues as approved by the Board in moving forward with site plans for a new MAC II building. A land survey has been completed of the mental health center

property in relation to the hospital campus. Specific updates on the parking and grade layout will be presented by TSP to the building committee. TSP also continues to work with shareholders for internal construction plans. Mr. McCafferty emphasized that there are still a lot of unknowns in regards to the healthcare environment and SMH is very fortunate to be in the financial situation it is, but that doesn't mean that these types of decisions will be made without being very cognitive and aware of future environment. No final decisions have been made to construct the building and want to ensure all logistics are feasible first.

Cath Lab Update

Mr. Len Gross, Cath Lab project manager, reported construction continues with a project deadline tentative to January 8, 2013. Currently the Cath Lab team is in multiple intense training sessions and will be offering sessions to appropriate hospital staff in the coming weeks. Equipment is set to be installed and committees have been formed to address coding processes. Mr. Gross noted how phenomenal this facility has turned out to be and anticipate sharing with the Board on its completion. The Hospital is very fortunate to have this new service due to the great staff, practitioners, and community philanthropy who all contributed.

Board Compliance Training

Mr. Kenny Custis, Sheridan Memorial Hospital Compliance Officer, reviewed the compliance education requirements that 100% of the staff complete on an annual basis. Each Board member is now able to complete this same compliance education, where Mr. Custis walked the members through the process of logging onto the online compliance tutorial via the Hospital website. The education takes about two hours to complete and changes each year to fit federal requirements regarding compliance topics. Board members agreed to participate in compliance education and per request, will have manual instructions emailed to them in order to complete required modules. Mr. Mischke also requested Mr. Custis to attend the next board meeting in order to give the group an overview of the Hospital's compliance program and how it fits into the organization structure and operations of the hospital.

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.

Ed Johlman presented financial information for the month of October 2012. Revenue was slightly improved. Stronger patient revenue and a significant improvement in the average Length of Stay were the biggest contributors. Cerner related costs are declining. Reimbursement of federal funds for the Cerner project was discussed, beginning in FY2014. Overall a small gain in revenue was reported for the month, breaking the four month loss trend. The hospital continues to adapt financially as the environment also continues to change and become more challenging.

Mr. Johlman discussed with members the need for a Line of Credit. The purpose of this is to supplement cash flow in the next few months, should the need arise, due to the slow-down in cash collections due to the rise in A/R. We are working to improve the cash flow. The Line of Credit would be a precautionary step and will give us insurance in case the cash flow improvements take longer than anticipated. David Smith motioned to authorize Administration to move forward with an unsecured Line of Credit up to \$5,000,000, to be paid back within 12 months as requested by the Finance Committee. Dr. Strahan seconded. Motion passed.

FOUNDATION REPORT

Mrs. Ada Kirven, Foundation Executive Director, noted a successful Welch Cancer Center grand opening with over 200 attendees at the Friday, November 16, 2012 event. Pictures from the event were distributed for Board member review. The Foundation also welcomed the Chamber and community at the Saturday, November 17th event for the ribbon cutting. Mrs. Kirven extended appreciation for all the staff and those involved with the event's organization and success.

Mrs. Kirven invited the Board members to attend the Annual Foundation Employee Appreciation Breakfast on Wednesday, December 19th in the SMH Cafeteria. There, the employee Foundation members will be included in prize drawings, a free breakfast served by the Foundation members, and be voting for a project for their donated funds to go towards in support of improvement projects on campus.

BUILDING COMMITTEE REPORT

The Building Committee reported expanding the locker room construction budget in order to comply with necessary project goals. No Board action necessary due to the money being within the previously approved budget.

OTHER BUSINESS

The 2013 BOT meeting schedule was approved for distribution with note from David Smith that the March 27th meeting may fall during Spring Break for him and others too.

Mr. Mischke reminded the group that the December Board Meeting will be held on Wednesday, January 9, 2013.

EXECUTIVE SESSION

The meeting moved into closed session at 3:55 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. Action was also taken in regards to the following: David Smith motioned to authorize Administration to pursue the possibility of purchasing certain medical practices as discussed in the executive session. Dixie See seconded. Motion Passed.

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