

**BOARD OF TRUSTEES  
FEBRUARY MEETING MINUTES  
WEDNESDAY, MARCH 6, 2019 4:00 P.M.**

**MEMBERS PRESENT:** Kevin Bailey, Andrea Mellinger, Dr. Timothy Scott, Shirley Coulter, and David Smith  
**MEMBERS ABSENT:** Gene Davis, Ron Mischke  
**Others Present:** Dr. Hunter and Mike McCafferty

**CALL MEETING TO ORDER**

Kevin Bailey, Chairman, called the meeting to order at 4:00 p.m.

**APPROVAL OF AGENDA and MINUTES**

The February board meeting agenda was reviewed. David Smith motioned to approve the agenda. Dr. Scott seconded the motion. Motion carried.

The minutes from the January board meeting held on Wednesday, February 6, 2019 have been reviewed. Shirley Coulter moved to approve the minutes as presented. Dr. Scott seconded the motion. Motion carried.

**OLD BUSINESS**

None.

**PUBLIC COMMENTS, INTRODUCTIONS**

None.

**QUALITY COMMITTEE REPORT**

The Quality Committee reviewed safety events tracked by the patient safety committee, identifying trends and opportunities. Readmission rates were discussed; SMH is below the national average due in part to follow up phone calls to the patients. Hospital acquired infections continue to be viewed and are better than other hospitals. Hand hygiene compliance continues to be monitored monthly. The MRI safety plan for the organization was presented to the Quality Council committee members by the Radiology manager. The hospital's four (4) Star rating was made official from CMS effective September 2018.

**MEDICAL STAFF REPORT**

Dr. Hunter has nothing to report other than credentialing matters held in Executive Session.

The following matters were discussed in Executive Session. Dr. Hunter, on behalf of the Medical Executive Committee and Credentials Committee, recommends the following for consideration:

Wendy Price, PAC – requests additional cardiac stress test privileges following proctorship by the Cardiologists. These privileges will allow her to interpret cardiac exercise stress tests to include Lexiscan-regadenoson and Adenosine at Sheridan Memorial Hospital Heart Center. David Smith motioned to approve. Shirley Coulter seconded the motion. Motion carried.

Oren Pedersen, PA-C – requesting Emergency Medicine Physician's Assistant privileges in the Department of Emergency. Oren will be supervised under the Emergency Medicine Physicians. Shirley Coulter motioned to approve. Andrea Mellinger seconded the motion. Motion carried.

Real Radiology Tele-Radiologists – The following tele-radiologists have been issued privileges by Real Radiology and are requesting new or renewal of delegated credentialing privilege approval in order to read radiology interpretations of CT, ultrasound, nuclear medicine and MRI as needed for Sheridan Memorial Hospital.

- New: Kathryn Cambron, MD; Timothy Conner, MD; David Henley, MD; Steven McCormack, MD; Stanley Smith, MD; Shawn Stone, MD
- Renewals: Jason Grennan, MD; Jonathan Jaksha, MD; Mathew Mendlick, MD; Gregory Peters, MD;

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Shawn Stone, MD; Allison Summers, MD; Scott White, MD

Dr. Scott motioned to approve all new and renewal requests. David Smith seconded the motion. Motion carried.

### **ADMINISTRATION REPORT**

Outpatient Center Update - Lynn Custis, Alan Dubberley, Cathy Bealer, Tim Grollmes, and Rob Forister reported on the Internal Medicine move from two locations to the new Outpatient Center. The move went very smoothly due to preparation and planning. The Outpatient Lab moved into their new location; all wellness and lab draws will be in this one location and rebranding of certain clinics will include Heart Center, ENT, and Internal Medicine. The Marketing/Communications Departments are working to ensure materials are updated. There was a great turnout with the open house. ENT will move to their new location on March 7<sup>th</sup>. Cardiology relocated to Dr. Strahan's vacated clinic space. The Women's Clinic will be moving next week. Exterior and interior signage are in place and seem to help with wayfinding. Work continues on improving patient access to the clinic.

A huge thank you is extended to all involved for the amount of thought and involvement of staff with the moves and the flow of the patients. Mike recognized Dixie See, past board of trustee member, for being an integral part of the Building Committee and the vision from start to finish on a great project.

Recruitment – We continue to look at different models of healthcare services to determine what is needed to meet the needs of our community; how many physicians are needed to provide care in our community. We authorized the Coker Group to refresh our assessment needs demand tool, and this information will be shared with our Medical Staff. Benchmark data is being gathered from outside companies as well.

The hospital is actively recruiting for two (2) Internal Medicine physicians and Advanced Practice Clinicians (APC) to meet the patient needs in internal medicine.

#### Delegation of Safety Officer (Action)

It is the recommendation of the hospital to appoint Rob Forister as the Safety and Security Officer. This annual appointment is a Joint Commission requirement so that immediate action can be taken in the event of a safety or security issue. The security officer is responsible for the safety and security of the staff, visitors, facility and grounds. Dr. Scott motioned to approve Rob Forister to maintain the Safety Officer designation. Shirley Coulter seconded the motion. Motion carried.

#### Compliance and Privacy Officer Interim Designation (Action)

With the departure of the Compliance Officer, Mike McCafferty recommends that Lynn Smith fill the position as interim Compliance and Privacy Officer until such time the position is permanently filled. Lynn previously filled the role as compliance officer. Kevin Bailey motioned to approve this interim designation. Shirley Coulter seconded the motion. Motion carried with David Smith abstaining.

#### Strategy to Operations

The County Commissioners met with Mike last week and were provided a tour of the "Lean Hallway Walk", discussing the initiatives being worked on across the organization through Lean methodology.

#### Access & Growth | Discussion of both with a focus on Population Health –

Nyle Morgan, COO and Dr. Addlesperger, CMO discussed how we are operationalizing for future growth opportunity based on our population and the needs of the population. The primary driver for population health is data. An A3 was presented for review and discussion. A main component is the focus on safety, quality, and patient experience at a low cost to the patient. Additionally, we are reviewing what is being done proactively to prevent illness and improve the health of our population; and determining whom we can work with in the community to prevent illness as a whole.

Patient access, specifically timely care, was discussed at length. This initiative is being worked on with Internal

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Medicine with the support from the physicians. The visual data will provide direction to navigate a plan going forward.

Tim Grollmes, the Practice Administrator for Internal Medicine has been a great leader and the key in bridging the communication gap between leadership and the physicians. Allowing access to systems will be more effective in the long term and sustainable in the future.

### **FINANCE**

January ended strong for the hospital due to increased volumes in the Cath Lab and payments from Medicare and the VA as there were delays in payments from both entities. Overall, cost growth is 1.7% less than the previous year. The management group is tackling rising costs, which will affect the operating margin. We are on track for February for a breakeven margin and we will keep moving forward.

### **BUILDING COMMITTEE REPORT**

The building committee did not meet this week. With the completion of the Outpatient Center, very few items are pending. With no action items to address, a brief update was given via email pertaining to the generator project, which is on hold until the weather improves; and the final touches on the parking lot project will commence once the weather is better as well.

### **FOUNDATION REPORT**

On behalf of the Foundation and its' supporters, the Foundation presented a gift that will affect many departments across the hospital. Cody Sinclair, Chief Development Officer, spoke of how philanthropy affects our community. The gift to the hospital will benefit the following departments. The following people spoke on behalf of their departments on how the gift will make an impact in being able to purchase the equipment needed.

Surgery - Brent Maurhoff, Manager - flexible ultrasound cleaner

Lab - Tara Kalasinsky - Biomerieux Stainer

Cath Lab - Kristi Ramsey, Manager – external pacemaker

Emergency Department - Cassidy Camino, Manager– gurney/stretchers with built in scales and replacement of current mattresses

ICU - Lynn Grady, Manager – Central monitoring

Radiology - Chris Bilyeu, Manager – probe

The Foundation is thrilled to help with the monetary gift of \$102,071.00 in order to help the departments and have an impact on the patient experience, as well as connecting with the patients in this manner.

### **OTHER BUSINESS**

None.

### **EXECUTIVE SESSION**

Kevin Bailey moved to adjourn into Executive Session at 5:10 p.m. to discuss personnel and legal. David Smith seconded the motion. Motion carried.

The Board reconvened into general session at 6:05 p.m. with credentialing actions referenced above in the Medical Staff Report. David Smith motioned to accept the recommendation of the Executive Evaluation Committee as discussed in Executive Session. Dr. Tim Scott seconded the motion. Motion carried.

### **ADJOURNMENT**

With no further matters to come before the board, the meeting adjourned at 6:05 p.m.

Amy Ligocki, Recorder

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Shirley Coulter, Secretary