

**BOARD OF TRUSTEES
APRIL MEETING MINUTES
WEDNESDAY, April 29, 2015 3:00 P.M.**

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

MEMBERS ABSENT: Gary Miller

Others Present: Mike McCafferty, Dr. Greg Marino

CALL MEETING TO ORDER

Kevin Bailey, Chairman, called the meeting to order at 3:04 p.m.

PUBLIC COMMENTS, INTRODUCTIONS

None

APPROVAL OF AGENDA and MINUTES

The agenda for the April Board of Trustees meeting was available for review. Dixie See made the motion to approve the April Board agenda. Gene Davis seconded the motion. Motion carried.

The minutes from the March Board meeting, held on April 1, 2015 were reviewed. Dixie See made a motion to approve the March Board meeting minutes. David Smith seconded the motion. Motion carried.

OLD BUSINESS

None.

QUALITY COMMITTEE REPORT

Ron Mischke states that the committee has reintroduced some agenda topics with the help of the acting Quality Director, Gail Eubank. Agenda items include safety event reporting and emergency detention. Also discussed in detail is the medication reconciliation in pharmacy. Kirsi Ludwig, pharmacy manager has hired an additional pharmacist to do medication reconciliation. The committee will continue to monitor and collect data going forward. Dr. Addlesperger mentioned that he may need to extend the length of the meeting due to the topics being discussed and to prioritize projects. The committee is looking for a standardized way for a patient to keep track of the medications being taken; this could be a community health outreach project for the hospital, which is very much needed.

Title 25 – Dr. Addlesperger reported that there are on-going discussions with the Wyoming Behavioral Institute and there are some pieces that still need to be addressed, such as transportation issues. Our County Commissioners are leading the way in the state to get participation and action on the matter. The governor has a committee to look into this matter as well as it is a state issue, not just a Sheridan County issue.

MEDICAL STAFF REPORT

Dr. Marino, Secretary of the Medical Staff is sitting in for Dr. Sara Smith. Dr. Marino introduced Dr. William Selde, new board certified Emergency Medicine physician.

The Board reviewed and discussed the privileging files of Dr. Jamie Ramsay, board certified Anesthesiologist and Dr. Benjamin Widener, board certified Internal Medicine physician in Executive Session.

Jamie Ramsay, MD comes from Wilmington, North Carolina, where he has practiced Anesthesiology for the past 9 years. Sheridan Anesthesiology Associates has hired Dr. Ramsay. After review of credentials in Executive Session, Dr. Strahan made the motion to approve the requested membership and Anesthesiology privileges to Dr. Ramsay. Ron Mischke seconded the motion. Motion carried.

Benjamin Widener, MD was born and raised in Sheridan, Wyoming. Dr. Widener is a graduate from the University Of Washington School Of Medicine with honors, receiving an award for top medical student from Wyoming in the WWAMI 2011 graduation program. Beginning May 2015, he will join Big Horn Mountain Medicine as an employed Sheridan Memorial Hospital physician to practice Internal Medicine and as a Hospitalist. After review of credentials in Executive Session, David Smith made the motion to approve the requested membership and Internal Medicine privileges, contingent on receipt of ACLS certification prior to starting practice, to Dr. Widener. Gene Davis seconded the motion. Motion carried.

Proposed By-Laws Amendments – the proposed amendments are in regards to the development of a Medical Staff Peer Review Committee for the purpose of continued quality improvement of all medical staff. This amendment has been recommended by the Bylaws Committee, Medical Executive Committee and the Organized Medical Staff. The proposed amendment provides for “4-7 members” but should read “5-7 members.” Ron Mischke made a motion to approve the amendments to the Medical Staff Bylaws, with the membership revision as noted. Gene Davis seconded the motion. Motion carried.

ADMINISTRATION REPORT

Budget Process – the hospital is in the middle of the budget process for FY2015-2016. Alan Dow, interim CFO states that they are taking a zero based approach. Alan will bring the budget to the June Board of Trustee meeting. He is currently working with leadership on the budget.

Joint Commission Update – the hospital continues to prepare for TJC visit and we estimate we have approximately 6 weeks before their visit. Betsy Pearson is helping the team with organization for the “day of” survey.

Wyoming Life Flight - SMH has signed an agreement with Air Methods Corporation doing business as Wyoming Life Flight, to provide air transport services. They now have three bases in Wyoming. With a helicopter on site, air transport time and prep time will be reduced significantly. In cases

where a patient may need to go a longer distance, Wyoming Life Flight has an airplane (fixed wing), currently housed in Casper that can be used.

Lynn Custis reports that under the direction of Dr. Hannah Hall, Big Horn Mountain Medicine (BHMM) has earned national recognition for patient centered care by The National Committee for Quality Assurance (NCQA). Dr. Hall lead this project in which 7-8 people worked for months on documenting processes, showing the tools, systems and resources in place to provide patient centered care. This demonstrated BHMM's ability to meet key elements on a model of primary care, improving a patients' experience of care and reducing costs, coordinating treatment across the health care system. This concept came out of the Affordable Care Act and this designation gives our consumers the assurance that we are providing appropriate care.

Cerner Optimization - Nyle states that Cerner is midway through the optimization of the ambulatory clinic. They are just starting work on the hospital side. The process is moving as planned, with the results being seen this summer with the optimization efforts.

Sharla Duncan is working on Clinical Documentation Improvement (CDI) with the electronic medical record (EMR), due to ICD-10. Correct coding is important to billing and reimbursement. The conversion date from ICD 9 to ICD10 is October 1, 2015. If a chart is coded incorrectly, CMS may consider it as fraud and abuse, so accuracy is important. Continued training should a positive impact on our RAC audits as well.

Charlotte reminded everyone that May 6 – 12th is the start of nurses week. Thank our nurses when you see them.

FINANCE COMMITTEE REPORT

Financial Statements - Gene Davis states that they had a good meeting. Alan Dow, interim CFO, states that we had a much improved month compared to last month. The operating revenues came in close to budget but we are still over budget on labor costs. The hospital shows a positive bottom line for March and the balance sheet looks good. Alan mentioned that Urgent Care operated in the black in March.

Proposed Board Resolution on Capital Policy – Alan asked the Board to approve a Resolution pertaining to capital expenditures. Currently, all unbudgeted capital expenditures over \$10K must be approved by the Board. The Resolution amends that limit to \$50K, with cumulative unbudgeted capital expenditures not to exceed \$400K during any fiscal year. The Finance Committee recommends that the resolution be passed. Gene Davis made the motion to adopt the resolution as written. Ron Mischke seconded the motion. Motion carried.

FOUNDATION REPORT

Ada Kirven thanked Andrea Mellinger, the Foundation Board Chair for attending today and all of her work and efforts with the Foundation. The Foundation has been doing a lot of community education, which has been going well. Kristi Von Krosigk has now joined the Foundation board. Kristi is really active in the community and will be an asset to the board. Ada has been doing a lot

of education on the ICU and Hospice projects that are coming up. The Scott Foundation hosted a conference, which Ada attended and learned how we compare to other areas of the country and how we can learn and capitalize on what other states are doing; identifying the granting organizations and working with our donors and community members. The Foundation has given numerous funds to nurses and clinical education. Ada thanked Charlotte Mather, CNO for her assistance in the allocation of the funds.

Ron Mischke announced that Ada was recently presented with the FAB Woman of the Year award. She was nominated by Mike McCafferty and the award was very well deserved. Everything Ada has done for the hospital and the community cannot be measured. Ada states that she loves her job and works with great people.

BUILDING COMMITTEE REPORT

The committee had their monthly meeting.

Medical Office Building – there have been two meetings with the stakeholders and everybody that will be a resident. There is a third meeting scheduled in a couple of weeks, after which time they can move towards a firm schematic design. The medical office building will sit east of the existing medical arts complex.

The flooring replacement project is complete and Rob has received positive feedback.

ICU – the construction documents are on schedule: they should be at a 60% completion level in June or July at which time they will be presented to the Board. The design team went to Indiana to do a site-visit to look at equipment. Rob states that it was a very worthwhile visit to design a room and see all the equipment and make adjustments to their design.

OTHER BUSINESS

None

EXECUTIVE SESSION

With no further business, the meeting moved into closed session at 4:00 pm for discussion of personnel issues. The meeting then reconvened into public session at 4:18 pm. Please see above Medical Staff report for credentialing actions.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 4:22 pm.

Recorder, Patty Forister

David Smith, Secretary