

**BOARD OF TRUSTEES
AUGUST MEETING MINUTES
WEDNESDAY, AUGUST 29, 2018 4:00 P.M.**

MEMBERS PRESENT: Kevin Bailey, Gene Davis, Shirley Coulter,
Dr. Tim Scott, Ron Mischke, and David Smith
MEMBERS ABSENT: Andrea Mellinger
Others Present: Dr. Ian 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 August board meeting agenda was reviewed. Ron Mischke motioned to approve the agenda as presented. Shirley Coulter seconded the motion. Motion carried.

The minutes from the July board meeting held on Wednesday, August 1, 2018 were reviewed. Shirley Coulter moved to approve the minutes as presented. Gene Davis seconded the motion. Motion carried.

OLD BUSINESS

None.

PUBLIC COMMENTS, INTRODUCTIONS

None.

QUALITY COMMITTEE REPORT

The Quality Committee is doing work on safety and interventions related to patient falls. Blood borne pathogen exposures were discussed as well as reducing readmission rates and the strategies being deployed with that endeavor.

The hospital has received the accreditation letter from the Joint Commission. Accreditation letters were received for Home Care/Hospice as well. We can expect another visit in a three-year time frame to maintain our accreditation. Home Care and Hospice did a great job with Joint Commission, as this was the first time that this area participated in the Joint Commission survey.

MEDICAL STAFF REPORT

The Quarterly Medical Staff meeting is Tuesday, September 11th and all are welcome to attend. Officer elections will be held that evening as well.

The physician requests listed below were discussed in Executive Session, and the following actions were taken:

B. Michael Walker, MD has requested core Ophthalmology Surgery privileges. David Smith moved to approve. Ron Mischke seconded the motion. Motion carried.

William Dresen, MD has requested consulting staff privileges in Cardiology, Electrophysiology. David Smith moved to approve. Dr. Timothy Scott seconded the motion. Motion carried.

Honorary Medical Staff – Michael Strahan, MD applied for Honorary Medical staff membership at Sheridan Memorial Hospital. Dr. Strahan has 36 years of service in General Internal Medicine. David Smith motioned to approve. Ron Mischke seconded the motion. Motion carried.

ADMINISTRATION REPORT

WHA Meeting– the Wyoming Hospital Association’s annual meeting and convention is in Laramie, WY on September 5th and 6th. Several hospital leaders are registered and board members are welcome to register and attend if interested.

Site and Facility Master Planning Discussion – We have received the final site and facility master plan for the hospital. Included in this plan are both facility growth and service line growth. The plan will be presented to the medical staff for input. Mike would like to have the board attend some of those meetings along with the medical staff. Once completed, the master plan will be presented to the board for final approval, and the plan will become a living document for the hospital.

Strategic Objectives and Strategic Deployment - The strategic framework for the hospital was reviewed and discussed. Through the strategic planning process and the addition of Lean methodology, “Access” was added to our existing pillars of People, Service, Safety, Quality and Finance, with growth being the byproduct of doing well. Everything we do as a part of our culture will be influenced by Lean. The framework represented by the Lean pyramid will be communicated to the organization. The strategic deployment and specific work that needs to be done to be successful for each pillar was reviewed. Lean will make the difference with a strong management system and the tools for us to be effective.

Lean Update - Joe White with Simpler has been our Gemba coach and has assisted in disseminating information throughout the hospital. Joe states that with all of the healthcare clients he has worked with, SMH has adopted Lean at a pace much faster than most, and we are much further along in the process in 6 months than any hospital he has been in. Typically, the physician groups are the last to participate in a Lean transformation. Our hospital has been unique as the initiative started with the physician group, and they are driving change within the hospital. The executive team, medical staff, and front line staff have all been open and reliable and have participated in this endeavor. Departments that are not currently participating in a VSA or RIE are already taking opportunities to be a part of the change in their daily work with huddles.

Our Sensei, Steve Blake, will be introduced to the board when he comes back on site. Steve is originally from Powell, and we are very fortunate to have him help us in this process. Steve has a way of bringing people together so that everyone is going in the same direction. Lekan Ajayi, Director of Lean Transformation with the hospital, will continue to lead after Simpler is no longer on site. We will continue to grow our Lean team beyond Simpler. Congratulations were also extended to Lekan, who became a US Citizen yesterday!

Dr. Addlesperger updated the board on the progress being made within BHMM utilizing Lean, and Nathan Stutte gave an update on the benefits being seen with Revenue Cycle implementing Lean into their standard work.

FINANCE

Cash on hand is a big focus for the hospital. Cash on hand will continue to be a struggle as we come to the end of the first quarter. Uninsured patients continue to increase, and we are now in the double digits of seeing patients with no insurance with emergent and trauma patients being seen; expenses are close to budget and the payer mix is really declining. We need to encourage our community members to obtain health insurance.

FOUNDATION REPORT

The Foundation Board is discussing future plans. The Rex Martin Memorial raffle was held last month in support of cardiac care. The Foundation is looking at their grant process and restricted fund usage. The Foundation will partner with the marketing team to share stories of our community members.

The Link Partners in Pink event will be Saturday, Oct 20th. This is the 10th year anniversary for the Link. The Foundation is looking for opportunities to raise funds and offer education at businesses in town; they will host some events at the hospital as well.

BUILDING COMMITTEE REPORT

The MAC expansion is coming along nicely and the BHMM group is scheduled to move in October 12th -15th. We are still waiting on the delivery of doors for the project. The parking lot construction continues as well. The lower parking lot in front of the current Medical Arts Complex and Dialysis should be done by October 1st at which time it will be open to our patients for use and can be accessed off of Highland Avenue. The hospital is looking at replacing an existing generator and the bids came in under budget. The zoning change was approved by the Planning and Zoning Commission and it will now be brought before City Council for three readings for approval.

OTHER BUSINESS

EXECUTIVE SESSION

Kevin Bailey moved to adjourn into Executive Session at 4:37 p.m. after a short recess to discuss personnel. Gene Davis seconded the motion. Motion carried.

The Board reconvened into general session at 5:03 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 5:04 p.m.

Patty Forister, Recorder

Shirley Coulter, Secretary