

**BOARD OF TRUSTEES  
FEBRUARY MEETING MINUTES  
WEDNESDAY, FEBRUARY 25, 2009 3:00 P.M.**

**MEMBERS PRESENT:** Harlan Rasmussen, Ron Mischke, Dixie See, Randy Bomar, Bill Huppert, Gary Miller, Michael Strahan, M.D.

**CALL MEETING TO ORDER**

Harlan Rasmussen called the meeting to order at 3:00 p.m.

**APPROVAL OF MINUTES**

The previous meeting minutes of January 28, 2009 were reviewed. After review, Ron Mischke made a motion to approve the minutes, Dixie See seconded the motion and motion carried.

**PUBLIC COMMENTS, INTRODUCTIONS**

There were no public comments

**QUALITY COMMITTEE REPORT**

Ron Mischke reported that the Quality Committee met this month and agreed to move the meeting time to 4 pm on Thursdays to accommodate the physician members. Mr. Mischke noted that Sheridan Memorial Hospital is sincerely interested in remedying customer concerns.

Lajune Bacon reviewed the evaluation form for Home Care phone follow-ups. A Committee with members Lajune Bacon, Peggy Callantine, Leslie Reimers, Amber Gable and Lee Ingalls has met to discuss patient discharges. Lee Ingalls phones the Home Care patients after discharge and visits the patient in their home if he feels it is needed.

Harlan Rasmussen expressed concern with unused prescription medications in light of the problems with prescription medication abuse. It was noted that patients are asked to dispose of medications they feel are not needed. Ron Mischke said the hospital is doing a great job in following up with patients as they don't always hear their instructions at discharge.

**MEDICAL STAFF REPORT**

Dr. Hanebrink reported that a Prescription Abuse Forum was held on February 18th and it was a good starting point in addressing the concerns. There was suggestion of creating a

patient education poster and some physicians expressed interest in posting these in their offices.

Dr. Hanebrink noted that medical staff privilege applications will be discussed in executive session.

Dr. Hanebrink will follow-up on new medical staff members meeting with the Board in open meeting and said he appreciated the thought of setting a new time for the Quality Committee meetings.

### **ADMINISTRATION REPORT**

OSC Update - Mike McCafferty reported that the hospital continues to move along with the OSC planning from a facilities perspective, working with CPI for the equipment planning and are working with CTA and KWN for a GMP (guaranteed maximum price). Gary Miller asked how the hospital will know that the GMP will be ballpark. Mr. McCafferty explained that the hospital picks the design build team and the GMP will include the bid sub-work, but the hospital will pay close attention to this.

Sheridan Orthopedic is taking the lead on the business agreement for the OSC Operating Agreement.

Strategic Planning - Mike McCafferty reported that he invited the medical staff to be part of future brainstorming as to where the hospital needs to be to take care of the needs of the community's growth opportunities and key objectives, i.e. IT, primary care, psychiatry, etc.

Mike McCafferty and Dr. Strahan, Chairman of the Long Range Planning Committee, will keep the Board updated. Gary Miller asked about how the recent loss of primary care physicians has affected the patients. Mr. McCafferty said that our current physicians have changed their hours, etc. to be more accessible. The hospital is looking at a needs assessment for the medical community.

Dr. Strahan suggested a change in the model for coverage of patients who need to be admitted that will be supportive of new physicians as to not to burn out our primary care. This will also make it easier to recruit new physicians.

Mike McCafferty reported that the hospital is looking at how they can reduce expenses and he has met with physicians regarding this, i.e. pharmaceuticals and supplies.

Hand-in-Hand Child Care - Mike McCafferty explained that Hand-in-Hand is a new early education child care center run in part by joint boards of Sheridan College, Sheridan City and others. The center is looking at providing 110 new slots for child care in the community with planned completion of the facility in August, 2009. They are offering larger employers a lifetime slot for \$10,000 each and one slot would hold open a spot for one child, but different children may occupy the slot over time. Mr. McCafferty said he has had good discussions with the hospital managers regarding the offer and let the Board know that there was not a strong recommendation from the managers. Len Gross, Chief Human Resources Officer, noted that child care is a need in recruitment of staff.

Gary Miller said he felt the hospital has actually supported the child care center with the funding provided to Forward Sheridan and part of this funding was to bring this type of project to Sheridan. Ron Mischke said he was opposed to non-profits giving to other non-profits and Harlan Rasmussen said he supports this. The Board felt it wasn't very tangible at this time to purchase slots, but agreed that this is a wonderful program.

### **FINANCE COMMITTEE REPORT**

Financial Statements - Gary Miller reported that the Finance Committee met prior to the Board Meeting. Mr. Miller noted that volumes and expenses were close to budget for January and income was higher than budget due to fewer Medicare and Medicaid patients.

Randy Bomar raised a question regarding the quit tobacco grant. Ed Johlman explained that Wyoming Rehab uses this to educate both the staff and community and Dr. Strahan said the grant does help with medications for quitting smoking, reducing costs to patients.

Dr. Strahan asked how much the \$7.2M was charity care and how much was bad debt. Ed Johlman said that \$2.4M is charity care and \$4.8M is bad debt, noting that the \$7.2M is over 10% of the hospital's operating budget.

Capital Equipment Request - LaNora Dixon, Program Development Manager, requested release of funds for purchase of the Digital Portal Imaging System, as reviewed at the January Board meeting. This system is an upgrade to the system the hospital has and IT will support it. Total cost is \$275,000, down from the original price of \$298,000. Ron Mischke made a motion to authorize acquisition of the budgeted Digital Portal Imaging System, Gary Miller seconded the motion and motion carried.

### **FOUDATION REPORT**

Ada Kirven reported that the recent open house for the Watt Dialysis Center was very successful, noting that Sandy Fuller and staff did an excellent job on the refreshments. Dialysis patients were given a private showing on Sunday and expressed their gratitude.

The Hospital Auxiliary volunteers were recognized at the annual luncheon on Friday, February 13th. A check was presented to the hospital for \$24,000, part of which will be used for improvements in the chemotherapy treatment area at the Welch Cancer Center.

Mrs. Kirven announced that the Foundation's annual benefit will be held on April 11th and more information will be provided.

### **BUILDING COMMITTEE REPORT**

Rob Forister reported that the final inspection for the Dialysis Unit is scheduled next week

from the Department of Health and the hospital will then await licensure approval for the Billings Clinic.

Mr. Forister noted that the road going to Highland Avenue needs better gravel and the hospital is working with the County Commissioners who are providing the gravel.

### **OTHER BUSINESS**

Harlan Rasmussen thanked Danae Brandjord, Marketing Manager, for her monthly report and recognized the department for the work that is being done. Mrs. Brandjord is holding meetings with the primary care physicians on a new marketing program and has had excellent response from the physicians. Dr. Hanebrink invited Mrs. Brandjord to the March 17th Quarterly Staff Meeting to share this information.

The Board then adjourned into executive session at 4:15 p.m.

The meeting re-opened at 5:15 p.m.

The Board reviewed applications for medical staff privileges, as recommended by the Medical Executive Committee.

Walter H. Gould, M.D. - Dr. Gould is requesting Active Staff privileges in the Department of Surgery, specializing in general surgery. Dr. Strahan made a motion to approve Dr. Gould for privileges as recommended, Ron Mischke seconded the motion and motion carried.

Geoffrey Sherman, Ph.D. - Dr. Sherman is requesting Consulting Affiliated Health Care Professional Mental Health privileges in the Department of Medicine as a Licensed Psychologist. Randy Bomar made a motion to approve Dr. Sherman for privileges as recommended, Bill Huppert seconded the motion and motion carried.

Yellowstone Pathology Applicants - The following Pathologists from Yellowstone Pathology Institute, Inc. in Billings, Montana are requesting Consulting Privileges in Anatomical/Clinical Pathology through the Department of Surgery in order to cover for Drs. Doughty and Schreffler, as necessary.

Michael Brown, M.D., FCAP

Samuel Caughron, M.D., FCAP

Kerrie Emerick, M.D., FCAP

Duane Schultz, M.D., FCAP

Paul Holley, M.D., FCAP

Dixie made a motion to approve all five physicians as a group for privileges as recommended. Gary Miller seconded the motion and motion carried.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 5:20 p.m.

Recorder,  
Joanne Redder  
Dixie See, Secretary