

BOARD OF TRUSTEES
April MEETING MINUTES
WEDNESDAY, April 22, 2009 3:00 P.M.

MEMBERS PRESENT: Harlan Rasmussen, Dixie See, Randy Bomar, Bill Huppert.

MEMBERS ABSENT: Ron Mischke, 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 April 1, 2009 were reviewed. After review, Randy Bomar made a motion to approve the minutes as submitted, Bill Huppert seconded the motion and motion carried.

PUBLIC COMMENTS

There were no public comments.

QUALITY COMMITTEE REPORT

Lajune Bacon gave the Quality Report in Ron Mischke's absence. Mrs. Bacon noted that information was received today for additional core measures effective October, 2009, to include stroke care, radiology, etc. Harlan Rasmussen asked how many different categories there are for patients to select from for the HCAHPS Report. Mrs. Bacon explained that patients receive 20 sets of questions with four categories for each. Mr. Rasmussen said that he would encourage more category selection for patients.

Lajune Bacon handed out an information packet for After Hospital Care Plan which the hospital will soon be able to give to patients. The plan will include a schedule of the patient's medications, when to take them and why they are taking the medications, as well as a calendar of the patient's appointments and contact names and numbers should patients have questions.

MEDICAL STAFF REPORT

Harlan Rasmussen welcomed Dr. Batty who was sitting in for Dr. Hanebrink. Dr. Batty reported that three medical staff applications for hospital privileges will be reviewed by the Board in executive session.

ADMINISTRATIVE REPORT

Capital Planning - Mike McCafferty reported that the hospital is looking at establishing the capital equipment and capital facility needs for the upcoming fiscal year budget. Mr. McCafferty said that he has met with the Medical Executive Committee and explained to them the need for a conservative approach toward capital equipment requests. Mr. McCafferty will work with the committee to try to bring a total of \$2M for capital equipment down to \$1M.

Budget Timeline – Susan Novak provided information on the upcoming fiscal budget timeline process. Meetings have been scheduled with leadership and managers to discuss the revenue and expenses for each department and where they may be in the next year. A draft of the budget will be reviewed with the leadership the first week of May and a meeting will be held with the Board Finance Committee the later part of May. The full budget will be presented to the Board at their May 27th Board Meeting.

Mike McCafferty expressed his appreciation to Dr. Batty for attending the meeting, noting that Dr. Batty is Chairman of the Medicine Department and commits a lot of time serving on committees.

FINANCE COMMITTEE REPORT

Bill Huppert reported in Gary Miller's absence, noting that the Finance Committee met prior to the meeting.

Financial Statements - Mr. Huppert reported that March was a very strong patient revenue month with a \$186,000 positive net income and accounts receivable is continuing to hold under 60 days. The committee also reviewed the vouchers and capital equipment requests of \$267,551.47.

Mike McCafferty reviewed the capital equipment requests item by item:

Portable Ultrasound for Women's Health – Mr. McCafferty stated that this is the only budgeted item on the list that was submitted to the Board. Linda Benth, Women's Health Manager, explained that Dr. Gill was able to find this system which is one-half the price of the original ultrasound considered.

After review, Bill Huppert made a motion to approve the acquisition of the portable ultrasound for Women's Health at a cost of \$28,275.00. Dixie See seconded the motion and motion carried.

Pharmacy Prescription Packager - Mr. McCafferty explained that this is a budgeted item, but was not included in the Board's packet. Total cost is \$44,000 and will be reviewed in the May Board meeting. Pharmacy Manager, Kirsi Ludwig, gave a description of the prescription packager, noting that the hospital is currently at entry level of packaging and this equipment will be a huge time saver.

Radiology GE Surge Protector for MRI - Mr. McCafferty said that when the hospital experienced brown outs last year the hospital's MRI needed to be re-calibrated at a cost of

\$30,000 for each calibration. The surge protector was recommended by GE and cost is \$25,000.

After review, Bill Huppert made a motion to approve purchase of the Surge Protector for MRI. Randy Bomar seconded the motion and motion carried.

Surgical Services - Mike McCafferty invited Lynn Henderson, Surgical Services Manager to review the requested surgical services items. Most of the items have been requested by the new Orthopedic Surgeon, Dr. James Ulibarri. Mr. McCafferty noted that all items have been reviewed by the Medical Staff as well as Medical Executive Committee and are strongly recommended.

Jackson Table - Lynn Henderson explained that this table can rotate the patient which increases patient safety and decreased OR time. Cost is \$123,770.00.

TrimLine ACDF Retractor Set - This retractor set holds tissue back without another set of hands which is safer for the patient and will decrease number of OR staff needed for the procedure. Cost is \$19,218.00.

Tray 2 - Cervical - Both will be used for cervical procedures and are very important for the surgeries. Cost is \$11,637.15.

Lumbar tray - Needed for lumbar surgeries performed by Dr. Ulibarri. Cost is \$7,107.68.

Midas Rex Legend - This is a power unit used to perform cervical & spine surgery at different angles. Cost is \$45,149.00.

Cervical Retractors - Requested by Dr. Ulibarri & Dr. Ritterbusch for their cervical surgeries. Cost is \$9,537.09.

Cervical Tray - Needed for cervical surgeries. Cost is \$11,934.44.

Harlan Rasmussen noted that the surgical services capital equipment requests are not part of the budget, but said this is the reason the hospital keeps reserves. Mr. Rasmussen said it is important to have these services for the patients we serve.

Dixie made a motion to purchase the seven items for surgical services as recommended, Bill Huppert seconded the motion and motion carried.

FOUDATION REPORT

Ada Kirven reported that the Foundation's recent benefit raised approximately \$25,000 for the Diabetes Education Program.

Mrs. Kirven noted that the Nursing Scholarship Program has been in place for eight years and thirteen graduates currently work at the hospital, with two first year students working in the hospital this summer.

BUILDING COMMITTEE REPORT

Dixie See reported that the move into the new Dialysis Unit will take place next month. Rob

Forister noted that the Department of Health inspected the dialysis unit this morning and said that the move can take place the first weekend in May.

The Laboratory & Pharmacy Projects will be bundled together for bid.

Harlan Rasmussen asked about the status of the front canopy. Rob Forister noted that this will be looked at in the capital master plan.

OTHER BUSINESS

There being no further business the Board adjourned into executive session at 4:00 p.m.

The Board Meeting re-opened at 4:20 p.m.

Mr. Rasmussen reported that the Board reviewed the following applications for Medical Staff privileges. All applications have been reviewed by the appropriate Medical Staff Committees as well as the Medical Staff Executive Committee.

Jeremy Zebroski, M.D. - Dr. Zebroski is requesting Active Staff privileges in the Department of Surgery, specializing in Orthopaedic Surgery. Randy Bomar made a motion to approve Jeremy Zebroski, M.D. for privileges as recommended, Bill Huppert seconded the motion and motion carried.

Jeffrey Luckett, DPM - Dr. Luckett is requesting Affiliated Health Care Professional Staff privileges in the Department of Surgery specializing in Podiatry. Dixie made a motion to approve Jeffrey Luckett, DPM for privileges as recommended, Bill Huppert seconded the motion and motion carried.

Scott Schreiner, LCSW - Scott Schreiner is requesting Affiliated Health Care Professional Mental Health Privileges in the Department of Medicine and Department of Emergency as a Licensed Clinical Social Worker. Scott's clinical supervisor at Northern Wyoming Mental Health Center is Lynne Whittington, LPC. Randy Bomar made a motion to approve Scott Schreiner, LCSW for privileges as recommended, Bill Huppert seconded the motion and motion carried.

ADJOURNMENT

There being no further business, the open meeting adjourned at 4:25 p.m.

Recorder,
Joanne Redder
Dixie See, Secretary