

**BOARD OF TRUSTEES  
APRIL MEETING MINUTES  
WEDNESDAY, APRIL 30, 2008 5:00 P.M.**

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

**CALL MEETING TO ORDER**

Anthony Spiegelberg called the meeting to order at 5 p.m.

**APPROVAL OF MINUTES**

The previous meeting minutes of April 2, 2008 were reviewed. After review, Dixie See made a motion to approve the minutes, Dr. Strahan seconded the motion and motion carried.

**PUBLIC COMMENTS, INTRODUCTIONS**

There were no public comments.

**QUALITY COMMITTEE REPORT**

Ron Mischke stated that the numbers look very good and expressed his thanks to all staff.

Lajune Bacon reported that the staff is working hard on inpatient core measures and core measures will be started for outpatients as well. A fact sheet on HCAHPS (Hospital Consumer Assessment for Healthcare Providers and Systems) was shared with the Board and Mrs. Bacon will continue to report HCAHPS Scores.

Mrs. Bacon said that both physicians and nursing staff met regarding the pediatric Avatar scores and there was good discussion about the surveys, patient/family expectations, and ideas for improvement of services for a positive patient/family experience.

Dr. Strahan felt that physicians should be engaged in HCAHPS and Lajune Bacon will make these scores available to the medical staff. These scores are currently shared with all managers.

**MEDICAL STAFF REPORT**

Brad Hanebrink, D.O., Chief of Staff, reported that he has three medical staff applications for review and these will be presented in executive session.

**ADMINISTRATIVE REPORT**

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**Return To Work Program** - Dee Neavill gave a slide presentation on the Workers Compensation Return to Work Program. Mrs. Neavill explained that she meets with all staff in these situations, before they return to work, making sure they understand their restrictions.

**Diligent Program** - LaNora Dixon explained that Diligent provides a clinically supported and financially guaranteed ergonomic program to improve staff and patient safety and reduce costs. Mrs. Dixon said that Diligent is endorsed by AHA and can help with recruitment/retention of nursing staff, reduce length of patient stay, and reduce costs such as Workers Compensation and loss of employee time on the job that may occur when moving patients. Staff will travel to Casper, Wyoming to look at their LIFT Program (Living Injury Free Together).

Mr. McCafferty said that a structural assessment of one patient room will be done at first, and noted equipment costs for this program total \$298,000. Mr. McCafferty explained that this is for information only and no Board action is necessary at this time.

**Strategic Plan Update** - Mike McCafferty passed out copies of Sheridan Memorial Hospital's Strategic Plan and reviewed the strategic objectives.

- Information Systems - The new CIO will begin his duties on June 2, 2008. Several vendors have made presentations and Keane, current software vendor, has consulted with the hospital to see what they can do to enhance their services. The IT Task Force is on hold until the new CIO arrives.
- Primary Care – Mr. McCafferty explained that he will be meeting one-on-one with the primary care physicians regarding future recruitment. He noted that there is a decline in the number of people going into general medicine and a decline in the number of primary care physicians. Mr. McCafferty said he does not want to do anything to interfere with physician practices.
- Psychiatry - There have been some candidates who have been interviewed and interviews continue.
- Outpatient Surgery - Mr. McCafferty said that discussions continue with the Sheridan Surgical Center
- Culture of Service Excellence - Mr. McCafferty said that the hospital is looking at expanding on this concept. The hospital's patient advocate meets with every patient in the hospital and, to enhance this service, a Patient Relations Department will be established.
- Explore Growth - A planning meeting with the Welch Cancer Center staff will be held to discuss their growth within the community and the facility's needs with the next 3-5 years.

Mr. McCafferty explained that there is a SIGMA Market Analysis in process and cardiology services in the community is being studied.

Dr. Strahan felt there is a need for dental care in the Emergency Department. Mr. McCafferty will follow-up with Dr. Addlesperger, ED Medical Director.

Dr. Strahan asked about the possibility of a Home Care nurse following up with patients at their home, after discharge from the hospital. Peggy Callantine will discuss this at the Nurse Managers Meeting.

Mike McCafferty read a letter from the Board of Trustees and Administration regarding an annual scholarship that has been established in memory of Roy & Vesta Ringley. The Roy & Vesta Ringley Health Enhancement Scholarship has been designed to provide a Sheridan County senior citizen couple a one year scholarship to the program. It is being funded by Sheridan Memorial Hospital Board of Directors in conjunction with Hospital Administration. Mr. McCafferty presented the letter (addressed to the family of Roy & Vesta Ringley) to their son, Tom Ringley.

### **FINANCE COMMITTEE REPORT**

Gary Miller said that the Finance Committee met prior to the meeting and noted that March was another high volume month. The annual operating budget was discussed and this will be brought to the Board for their approval in May.

The Capital Equipment Requests for 2008-2009 fiscal year budget was presented. Mr. Spiegelberg questioned why the capital budget was being presented for approval before the operating budget and Mr. Rasmussen said he prefers to have the entire budget presented together.

Mr. McCafferty requested one item be approved that is in this year's budget and has been approved for purchase by the Hospital Foundation. The SimNewB is a mannequin that gives biometric feedback on newborns. Harlan Rasmussen made a motion to approve the acquisition of the SimNewB for \$25,000, Gary Miller seconded the motion and motion carried.

Mr. McCafferty passed out information on Advanced Electronic Portal Imaging which attaches to the linear accelerator for radiation treatments. This will allow for digital films instead of plain films and the cost is \$298,000. Mr. McCafferty recommended this be discussed at next month's meeting as part of the capital equipment budget.

Mr. McCafferty wanted the Board to be aware that, in accordance with the federal government, Sheridan Community Health will be asking the hospital to purchase an antiviral called Tamiflu to be given to contact personnel for preventative measures. The cost will be approximately \$50,000.

Anthony Spiegelberg had to depart early and Harlan Rasmussen took over the meeting as Vice Chairman at 6:40 p.m.

## **FOUNDATION REPORT**

Tom Ringley reported that over 400 people attended the recent Foundation Benefit. Mr. Ringley presented a check to the hospital for \$911,174.81, bringing total contributions to the hospital of \$1,051,000 for the 2007/2008 fiscal year.

Harlan Rasmussen, on behalf of the Board, expressed his thanks to all who help the hospital help the community.

## **BUILDING COMMITTEE REPORT**

Dixie See reported that the committee toured the dialysis area which is scheduled to be completed in November, 2008, and the cafeteria should be completed within the next few weeks.

## **OTHER BUSINESS**

Rob Forister requested a change within the proposed capital equipment budget. Mr. Forister explained that the hospital recently remodeled three operating rooms, instead of four as planned, and has a contractual obligation with Skytron to purchase booms and lights for the fourth room. In order to fulfill the hospital's obligations, Skytron has offered an alternative for the purchase of two surgical tables at a total cost of \$84,000, in place of the booms and lights.

Dr. Strahan made a motion to approve the acquisition of two Skytron tables in place of the booms and lights, Gary Miller seconded the motion and motion carried.

The Board then adjourned into closed session at 6:50 p.m.

The open meeting re-convened at 7:40 p.m.

Dr. Hanebrink presented three applications for medical staff privileges to the Board for approval.

**Tracy Coe, M.D.** - Dr. Coe is requesting Active Staff privileges in the Department of Medicine specializing in Hematology/Oncology. Dr. Coe has joined the Hematology/Oncology Centers of the Northern Rockies at the Welch Cancer Center.

Ron Mischke made a motion to approve the application of Tracy Coe, M.D. for privileges as requested. Bill Huppert seconded the motion and motion carried.

**Andi Bell, MSW, LCSW** - Mrs. Bell is requesting privileges as an Independent Limited Health Care Practitioner in the Department of Medicine as a Licensed Clinical Social Worker. Mrs. Bell is an employee of Sheridan Memorial Hospital.

Dixie See made a motion to approve Andi Bell for privileges as requested, Dr. Strahan seconded the motion and motion carried.

**Heather McGuire, M.D.** - Dr. McGuire is requesting Consulting Staff privileges in the Department of Medicine specializing in Nephrology. Dr. McGuire primarily practices at Billings Clinic.

Bill Huppert made a motion to approve Dr. McGuire for privileges as requested, Dixie See seconded the motion and motion carried.

All applicants' credentials and requests for privileges have been reviewed by the appropriate departments and by the Medical Executive Committee.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 7:45 p.m.

Recorder,  
Joanne Redder