

**BOARD OF TRUSTEES  
DECEMBER MEETING MINUTES  
WEDNESDAY, DECEMBER 1, 2010 3:00 P.M.**

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

**MEMBERS ABSENT:** None

Others Present: Mike McCafferty and Brad Hanebrink, D.O.

**CALL MEETING TO ORDER**

Ron Mischke called the meeting to order at 3:00 p.m.

**APPROVAL OF MINUTES**

The minutes from the October Board Meeting, held on October 27, 2010 were reviewed. A motion was made by Dr. Strahan to approve the October 27, 2010 minutes. Bill Huppert seconded the motion. Motion carried.

The minutes from the Board Work Session Meeting, held on November 15, 2010 were reviewed. Discussion was held for point of clarification to the minutes regarding EMR Meaningful Use. Nyle Morgan explained that one aspect of a negotiated contract could include vendor terms that would help guarantee meeting core measure standards for Meaningful Use. Dr. Strahan noted that government rules could change and we may not receive any funds. After discussion, a motion was made by Gene Davis to approve the Board Work Session Minutes of November 15, 2010. Dixie See seconded the motion. Motion carried.

Bill Huppert made a motion to approve the agenda for the December 1, 2010 Board Meeting. Dixie See seconded the motion. Motion carried.

**PUBLIC COMMENTS, INTRODUCTIONS**

None

**QUALITY COMMITTEE REPORT**

Dr. Strahan stated that the Quality Committee met and reported that we continue to do well with the overall AVATAR score. Ms. Bacon discussed the format of the electronic information provided. Ms. Bacon reported that first year turnover score is better this last quarter. Ms. Bacon stated that we will start to measure AVATAR scores by running year

totals. This was reflected in the Gainshare policy change last month and information will be provided in that format to Finance. Review of the Quality scorecard indicated that we are doing well. Dr. Strahan and Jane Scott were acknowledged for their work on CHF core measures. It was noted that the problem presenting is there are so few patients that meet the CHF criteria and it is a difficult coding process. It was reported that the committee would like to see the HCAHPS overall score higher to meet the goal score.

Ms. Bacon thanked Amy Ligocki, Bonnie Rath and Dr. Hanebrink for their work with the re-credentialing process, which is complete for the year.

### **MEDICAL STAFF REPORT**

Dr. Hanebrink reported that the following practitioner requested Medical Staff membership and privileges at Sheridan Memorial Hospital:

Amy Herring, PA-C requested Affiliated Health Care Professional Staff membership in the Department of Pediatrics at SMH, specializing as a Certified Physician Assistant for Dr. Barry Wohl and Dr. Suzanne Oss. After review and discussion, Dr. Strahan made a motion to grant Medical Staff membership and privileges at Sheridan Memorial Hospital for Amy Herring. Gene Davis seconded the motion. Motion carried.

Dr. Hanebrink explained the credentialing process and stated that the process is complete. He stated the process went smooth and only a few requests for additional privileges. Dr. Hanebrink presented the following physicians and stated that they were recommended by the Medical Executive Committee to the Board of Trustees to be reappointed for the 2011-2012 credentialing period. This list includes active medical staff and consulting medical staff members. All applicants' credentials have been reviewed by the Credentials Committee and appropriate department for which they requested privileges in. Dixie See made a motion to accept the recommended physicians for reappointment for 2011-2012. Harlan Rasmussen seconded the motion. Motion carried. Gary Miller asked why Dr. Brennan was listed as Consulting Medical Staff and not Active Medical Staff. It was explained that a patient's primary care physician is the admitting physician and Dr. Brennan is called in to consultant on the floor or ICU; however, if he expands services then he would apply to have admitting privileges

Dr. Hanebrink concluded his report by inviting everyone to attend the Medical Staff meeting on December 14, 2010.

#### **ACTIVE MEDICAL STAFF DEPARTMENT OF MEDICINE:**

**MEC ACTION (11/18) First Name Last Name Title Specialty Department(s) Conditions (if applicable):**

**RECOMMENDED John Addlesperger D.O. Family Practitioner –Emergency Medicine  
Emergency, Medicine**

**RECOMMENDED Hugh Batty M.D. Internist Medicine**

**RECOMMENDED Michele Bennett M.D. Family Medicine Practitioner Medicine, Pediatrics (w/ cond.) Conditions: No circumcision or c-section privileges upon request**

#### **DEPARTMENT OF SURGERY:**

MEC ACTION (11/18) First Name Last Name Title Specialty Department(s)  
RECOMMENDED Scott Bateman M.D. Otolaryngologist Surgery  
RECOMMENDED William Doughty M.D. Pathologist Surgery  
RECOMMENDED James Ferries M.D. Orthopedic Surgeon Surgery  
RECOMMENDED Lawrence Gill M.D. Obstetrician/Gynecologist Obstetrics, Surgery  
RECOMMENDED Walter Gould M.D. General Surgeon Surgery  
RECOMMENDED Andrew Hall M.D. Ophthalmologist Surgery  
RECOMMENDED Bradley Hanebrink D.O. Anesthesiologist Surgery  
RECOMMENDED Robert Hanna M.D. Ophthalmologist Surgery  
RECOMMENDED Stephen Holst M.D. Urologist Surgery  
RECOMMENDED Corey Jost M.D. General & Vascular Surgeon Surgery, Radiology  
RECOMMENDED Brian Laman M.D. Orthopedic Surgeon Surgery  
RECOMMENDED Barry Mangus M.D. General Surgeon Surgery  
RECOMMENDED Gregg McAdoo M.D. Obstetrician/Gynecologist Obstetrics, Surgery  
RECOMMENDED Brenton Milner M.D. Orthopedic Surgeon Surgery  
RECOMMENDED Anthony Quinn M.D. Orthopedic Surgeon Surgery  
RECOMMENDED Garry Rains M.D. Anesthesiologist Surgery  
RECOMMENDED John Ritterbusch M.D. Orthopedic Surgeon Surgery  
RECOMMENDED Dennis Schreffler M.D. Pathologist Surgery  
RECOMMENDED David Schultz M.D. Anesthesiologist Surgery  
RECOMMENDED Timothy Scott M.D. Obstetrician/Gynecologist Obstetrics, Surgery  
RECOMMENDED Alan Smith, Jr. M.D. Anesthesiologist Surgery  
RECOMMENDED Sara Smith M.D. General Surgeon Surgery  
RECOMMENDED Patricia Tobi M.D. Anesthesiologist Surgery  
RECOMMENDED James Ulibarri M.D. Orthopedic Surgeon Surgery  
RECOMMENDED Jeremy Zebroski M.D. Orthopedic Surgeon Surgery

DEPARTMENT OF EMERGENCY:

MEC ACTION (11/18) First Name Last Name Title Specialty Department(s)  
RECOMMENDED John Addlesperger D.O. Family Practitioner -Emergency Med. Emergency, Medicine  
RECOMMENDED Jacob Lieb M.D. Emergency Medicine Physician Emergency  
RECOMMENDED Thomas Richards M.D. Family Practitioner -Emergency Med. Emergency  
RECOMMENDED Irving Robinson M.D. Family Practitioner -Emergency Medicine Emergency, Medicine  
RECOMMENDED Thomas Walsh M.D. Emergency Medicine Physician Emergency

DEPARTMENT OF RADIOLOGY:

MEC ACTION (11/18) First Name Last Name Title Specialty Department(s)  
RECOMMENDED Corey Jost M.D. General Surgeon Surgery & Radiology

DEPARTMENT OF OB/GYN:

MEC ACTION (11/18) First Name Last Name Title Specialty Department(s)  
RECOMMENDED Lawrence Gill M.D. Obstetrician/Gynecologist Obstetrics, Surgery  
RECOMMENDED Gregg McAdoo M.D. Obstetrician/Gynecologist Obstetrics, Surgery  
RECOMMENDED Timothy Scott M.D. Obstetrician/Gynecologist Obstetrics, Surgery

DEPARTMENT OF PEDIATRICS:

MEC ACTION (11/18) First Name Last Name Title Specialty Department(s) Conditions (if applicable):

RECOMMENDED Michele Bennett M.D. Family Medicine Medicine, Pediatrics Conditions: No circumcision or c-section privileges upon request

RECOMMENDED Mary Bowers M.D. Pediatrician Pediatrics Conditions: No endoscope or percutaneous biopsy privileges upon request

RECOMMENDED Suzanne Oss M.D. Pediatrician Pediatrics

RECOMMENDED Barry Wohl M.D. Pediatrician Pediatrics

CONSULTING MEDICAL STAFF

DEPARTMENT OF MEDICINE - CONSULTING MEDICAL STAFF:

MEC ACTION (11/18) First Name Last Name Title Specialty Department(s)

RECOMMENDED Michael Brennan M.D. Cardiologist Medicine, Surgery

RECOMMENDED Jeffrey Cloud M.D. Gastroenterology Medicine

RECOMMENDED Allen Gee M.D. Neurologist Medicine

RECOMMENDED Raoul Joubran M.D. Gastroenterologist Medicine

RECOMMENDED Martin Lucas M.D. Hematologist/Oncologist Medicine

RECOMMENDED Anup Sidhu M.D. Psychiatrist Medicine, Pediatrics

RECOMMENDED Michel Skaf M.D. Cardiologist Medicine

RECOMMENDED Wojciech Zolcik M.D. Psychiatrist Medicine, Pediatrics

DEPARTMENT OF SURGERY - CONSULTING MEDICAL STAFF:

MEC ACTION (11/18) First Name Last Name Title Specialty Department(s)

RECOMMENDED Michael Brennan M.D. Cardiology Surgery, Medicine

RECOMMENDED Craig McLaws D.P.M Podiatry Surgery

RECOMMENDED Blaine Ruby M.D. General Surgeon Surgery

DEPARTMENT OF PEDIATRICS - CONSULTING MEDICAL STAFF:

MEC ACTION (11/18) First Name Last Name Title Specialty Department(s)

RECOMMENDED Anup Sidhu M.D. Psychiatrist Medicine, Pediatrics

RECOMMENDED Wojciech Zolcik M.D. Psychiatrist Medicine, Pediatrics

NOT RENEWING First Name Last Name Title Specialty Department(s)

NOT RENEWING Francesco Beuf M.D. Pediatrician Pediatrics

NOT RENEWING Ronald Gardner M.D. General Surgeon Surgery

NOT RENEWING Fernando Boschini M.D. Cardiology Medicine

NOT RENEWING Robert Schlidt M.D. Gastroenterologist Medicine

PACKET NOT RECEIVED First Name Last Name Title Specialty Department(s)

PACKET NOT RECEIVED Robert Stears M.D. Radiologist Radiology

**ADMINISTRATIVE REPORT**

Mike McCafferty provided strategic planning updates to the Board. He noted that the process has been in development for the last 18 months. Mr. McCafferty explained that a

retreat with managers and leadership of hospital was recently held to discuss department annual plans, the operational plan for the organization, which is for two (2) years, and the strategic plan, which spans the next four (4) years. All plans discussed have a beginning date of July, 2011. Another meeting will be held with the Department Managers in the next couple of weeks to focus on prioritizing operations to meet SMH Vision and Mission. Once all data has been compiled, Mr. McCafferty will review it with the Board prior to finalizing it.

Mr. McCafferty provided a Welch Cancer Center (WCC) expansion update and noted that KWN representatives plan to present cost estimate for guarantee maximum price by December 8, 2010. Site plans for WCC and floor plan were distributed to Board Members for their review. Over the last several months, there has been a process followed to aid in developing a program for the Cancer Center, which will make it efficient based on user needs. KWN and CTA have been working to develop a price based upon approximately 16,000-17,000 square feet. Once a guarantee maximum price is received, recommendations will be made to the full Board. Staffing of the Welch Cancer Center was discussed. Mr. McCafferty noted that with the increased growth and needs of the Welch Cancer Center, a direct manager position for this group is warranted. Mr. McCafferty reported that he assumes responsibility and oversight of this group until the manager position is filled. Mr. McCafferty stated recruitment continues for a medical oncologist. He is working with several secondary coverage options.

Recruitment continues for another internist at Big Horn Mountain Medicine. Dr. Nicole Caldwell will start at that practice in June, 2011. Mr. McCafferty reported we continue to move forward with Hospitalist service in the hospital rather than the unassigned call strategy.

Nyle Morgan, Chief Information Officer, provided an update regarding the process of selecting a vendor to supply SMH with Electronic Health Record (EHR). Mr. Morgan explained that during the process four (4) vendors were identified to come to SMH to provide demonstrations to SMH staff and physicians: Keane, HMS, Cerner, AllScript. All four (4) provided presentations and the process has now been narrowed down between two (2) vendors: Cerner and AllScript. On-site visits to other hospitals, that use their products, are being arranged. A team of SMH staff and physicians will complete these site visits in December. A draft of a contract and budget was provided from each vendor for review by Board members. Discussion was held on what the process would entail. Mr. Morgan stated that after the site visits were concluded, he would hold a session to update everyone on the information gathered. The meeting will review factors such as our expectations, needs and what the company can provide (maintenance, on-going training, etc.). Both contracts are very competitive and the cost range, including maintenance, is from \$7M-\$9M. Mr. Morgan stated that the contracts have been sent to our legal counsel for review. Specific items will be added that will hold vendors accountable. Mr. Morgan explained the handout contained a cost spreadsheet and basic product line information. Negotiations will play an important role in the deciding factor. Mike McCafferty summarized by stating that after completion of the site visits and debriefing, we will then move forward with recommendation to the full Board regarding the direction to go in terms of cost and authorization not to exceed amount for the ability to negotiate with the vendor. Discussion continued on important

aspects to review when making a vendor choice. Mr. McCafferty stated that at this point, there is no recommendation for action.

### **FINANCE COMMITTEE REPORT**

Harlan Rasmussen stated that the Finance Committee met to review the October 2010 financial results. Mr. Johlman reported that the month was financially sound even with patient activity below average. Revenue was up 2% for the month due to favorable payor mix and expenses were below budget. Consolidated net operating income for the month was \$154K and the consolidated net income for the month was \$268K. Vouchers and credit card statement were reviewed and approved. The Finance Committee recommended to the full Board that they would like to change the July 2011 Board Meeting to August 3, 2011 to help with the close of year-end financial activities.

Capital Equipment expenditure and information was provided on a Metro Portable Wire Rack Storage System requested by the Operating Room surgeons. Mr. Johlman explained that this is a capital equipment trade. The actual cost is \$15,462.78. The Hysteroscopic Morcellation System for \$40,000, which was approved as part of the 2011 Capital Equipment Budget, will not be purchased. This system will be purchased instead for an equipment savings of \$24,537.22. Lionel Gagner, OR Manager, provided the update on the storage rolling rack system, which will provide better use of the space he has; triple amount of storage without any remodel expense. Mr. Gagner explained that the difference in funds is due to the fact that the Hysteroscopic Morcellations System was requested by an OB/GYN surgeon for \$40,000, and then determined the market would not require the equipment and was willing to eliminate the request. Clarification was made that this was not a trade in equipment but rather purchasing one and not the other. The Finance Committee recommended allowing the purchase of the storage system and copies of examples of the storage unit was distributed. Mr. Rasmussen made a motion to approve the purchase of the Metro Portable Wire Rack Storage System for \$15,462.78. Bill Huppert seconded the motion. Motion carried.

At the October Board meeting, several different laptops were tested by Board Members to determine which to use during meetings to access electronic Board packets of information. Nyle Morgan reported that after some research, he would like to propose purchasing nine (9) ASUS laptops for a total price of less than \$3,500. Discussion was held and it was acknowledged for him to move forward with the purchase.

Ron Mischke asked about the Big Horn Heart Clinic (BHCC) and the plans for growth in terms of Cardiology. Mr. McCafferty explained that there had been several recent planning meetings associated with types of services and timelines. It was noted that the business is very busy and is establishing a good platform for the future recruitment of more physicians for cardiology support. Over time, we will be working on a plan to move forward with Cardiac Cath lab and the expansion of ICU. Services currently provided include: Cardiac consultation, Stress Tests, Echocardiograms, Electrocardiograms, Pacemaker and Defibrillator Insertion, Cardioversions and Cardiopulmonary Rehabilitation.

Mr. Mischke asked how the Big Horn Health Network (BHHN) was doing financially and specifically for numbers for BHHC to establish a good knowledge where we are now and as we continue to grow. Discussion was held and Mr. Johlman referenced the income statement for these figures, which provides gross revenue/expense but not specific details. Further discussion resulted in request from Board members for Mr. Johlman to provide more clarification on the explanation of operating results for BHHN.

### **FOUNDATION REPORT**

Ada Kirven, Foundation Director, reported that the Foundation Annual Membership drive is coming up. New Foundation brochures were distributed to members of the Board. Mrs. Kirven invited the Board members to attend the Foundation Annual Partner Celebration on December 9, 2010 from 6:30-9:00 am in the SMH Cafeteria. Mrs. Kirven explained that Foundation Partners will be voting on a "patient care" project to determine how to spend their accumulated gifts, \$30,000 for 2010. This is the 7th year of the Partner Program with close to \$150,000 being contributed over that period of time. Mrs. Kirven also invited everyone to attend the Trees of Love Ceremony on Sunday, December 5 beginning at 4:30 p.m.

### **BUILDING COMMITTEE REPORT**

Dixie See and Rob Forister reported on updates of construction projects. Operating Room #1 is complete. The building permit for the Kitchen Hood project is anticipated to be issued this week. Six proposals have been received from different architects and companies for the Medical Office Building. The Building Committee will meet to review and decide which companies to interview. The committee discussed the remodeling of the IT department and costs will be up to \$50,000 as an out-of-budget expense for this project. Furniture for \$27,000 is part of the remodel cost. Mr. Rasmussen noted that with all of the upcoming IT projects, the remodel will provide for additional staff room and that this is a reasonable expenditure to complete now.

### **OTHER BUSINESS**

Mr. McCafferty reported that an Employee Celebration had been held and \$1.3M was distributed for the FY2010 Gainshare distribution. An employee who worked full-time for SMH from July, 2009 thru June, 2010 received a total payment of \$3,411 before taxes. The amount each employee received was based on the amount of hours they worked during the fiscal year. This was a well deserved recognition of our staff and they were very appreciative.

### **EXECUTIVE SESSION**

The meeting moved into closed session 4:10 p.m. for discussion of personnel matters. The meeting then reconvened into public session at 4:55 p.m. Medical staff privileges were discussed, see the Medical Staff report section for motions made.

### **ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 5:00 p.m.

Recorder,  
Roxanne Araas  
Michael Strahan, M.D., Secretary