

BOARD OF TRUSTEES
December MEETING MINUTES
WEDNESDAY, DECEMBER 3, 2008 3:00 P.M.

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

MEMBERS ABSENT: Bill Huppert.

CALL MEETING TO ORDER

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

APPROVAL OF MINUTES

The previous meeting minutes of October 29, 2008 were reviewed. After review, Randy Bomar made a motion to approve the minutes, Dixie See seconded the motion and motion carried.

PUBLIC COMMENTS, INTRODUCTIONS

Mr. Kim Love addressed the Board regarding his concerns of the growing problem of non-medical use of prescription drugs. Mr. Love said that his son died from an accidental overdose in September. Mr. Love said that the reason for addressing the Board is because the hospital is the largest facility in the medical community and asked if his group could work with the hospital to develop ideas on how to improve the way prescription drugs are handled, i.e. letters sent to the medical community and disposal of non-used prescription drugs.

Police Sergeant, Tom Ringley, said that illegally obtained or stolen prescription drugs is currently a greater problem than meth usage.

Mr. Heath Steel from the VOA also addressed the Board about the community impact and said that there has been a 35-40% increase of illegal prescription drugs.

Harlan Rasmussen said he was not aware of the impact of non-medical use of prescription drugs and thanked the group for addressing the Board. Mr. Rasmussen suggested to Administration that the hospital recognize this as a problem and become a participant to bring this to light. The Board was in agreement.

QUALITY COMMITTEE REPORT

Ron Mischke noted that he was not able to attend the November meeting, but did meet with Lajune Bacon.. Mr. Mischke said that falls, though only periodic, continue to be a concern as well as discharge information to patients.

Lajune Bacon noted that, regarding patient falls, the hospital does see fluctuations in the data, noting that a lot of patients are very independent and try to get up by themselves, even though they are asked to wait for assistance. The nursing staff do ask patients every two hours if they need to go to the restroom, need repositioning, or need pain medication.

Lajune addressed patient discharge information, noting that two staff members recently attended a workshop in San Francisco on patient transition to home. The staff is working on new discharge instructions that are easier for patients to understand and a presentation will be given. There was also the suggestion of setting a separate appointment time with the patient to review their discharge instructions.

Lajune Bacon reviewed information with the Board on Patient Safety Leadership Walk Rounds which has been initiated by the hospital's Safety Committee. The Walk Rounds are conducted in patient care departments such as the Emergency Department, Radiology Department, etc. and provide an informal method for leaders to talk with front-line staff about safety issues in the organization and show their support for reporting of errors. Lajune said that these will start in January.

Lajune also reviewed audit surveys conducted on patient hospital charges. It was explained that Medicare hires private recovery audit contractors who receive 10% of any overpayments to hospitals that are found. Lajune said that these audit surveys can go back to September, 2007 and the hospital is working to respond to any denials that are received, as well as proactively dealing with issues that lead to overpayments.

MEDICAL STAFF REPORT

Dr. Hanebrink noted that Mr. Kim Love and group met with the Medical Executive Committee recently and raised awareness to the physicians at that meeting.

Dr. Hanebrink reported that he met prior to today's meeting with Harlan Rasmussen to explain the re-credentialing process and noted that medical staff reappointments as well as three new applications for medical staff privileges will be reviewed in executive session. Harlan Rasmussen noted that the Board realizes re-credentialing is very critical and want to make sure that it is accurate.

ADMINISTRATION REPORT

Mike McCafferty noted that he also had an opportunity to meet with Kim Love, Dr. John Addlesperger, ED Medical Director, as well as Wyster representatives and the group is very engaged to educate people on this issue.

Mr. McCafferty reported that a meeting was recently held with a group of physicians and hospital staff regarding a new marketing campaign, The Home Town Physician Campaign. The purpose of the campaign is to educate the community on the physician and hospital resources.

Market Analysis & Community Perception - LaNora Dixon and Danae Branjord gave a power point presentation on the VHA Regional Market Analysis & Community Perception Survey.

LaNora explained that the hospital partnered with VHA to conduct a Regional Market Analysis. Mrs. Dixon noted that outmigration and the perception of what is available in Sheridan is a big issue, as well as Cardiology. The hospital is looking at the feasibility of offering different treatment modalities in Cardiology such as a cath lab.

Danae noted that the hospital has not done a community perception survey and in April partnered with The Sigma Group who conducted a random sample phone survey. Sigma indicated that phone surveys provide the highest response rate. The information obtained will be used in the redesigning of the hospital website, community newsletters, etc.

Network Infrastructure - Nyle Morgan, Chief Information Officer, gave a quick overview to the Board of the hospital's network infrastructure. Mr. Morgan explained the current issues and network design as well as the proposed new design. The cost for the new network design totals \$541,000 and is a non-budgeted item. A formal proposal will be presented to the Board as a recommendation.

Outpatient Surgical Center - Mike McCafferty reported that a meeting was held on December 2nd with representatives from KWN, CTA and Sheridan Orthopedics to discuss the surgical center process. The architects have put together some drawings and a web meeting will be held next week with physician users to look at the facility plan. An update will be given to the Board at their December 30th meeting.

Harlan Rasmussen requested that concepts and proposals be shared with the Board before locking into a floor plan.

FINANCE COMMITTEE REPORT

Gary Miller reported that the Finance Committee met prior to the meeting and reviewed modifications to the Stryker Report.

Capital Equipment Request (Stryker Proposal) - Ed Johlman explained that the original plan was to replace 10 bed a year over the next 5 years at a cost of \$520,000 but the hospital is requesting approval to purchase 43 beds now (which will meet patient needs) for a cost of \$470,000, along with the replacement of three cribs for Pediatrics at \$19,000 and a stretcher at a cost of \$7,000, for the Emergency Department trauma room. Peggy Callantine explained the need for the cribs and said that the stretcher for the ED can weigh the patient which is very helpful because medications are prescribed based on weight. Also included in the request is the replacement of 32 patient recliners at a cost of \$49,000. Peggy explained that the current recliners are very low and uncomfortable for the patients. Total for beds and recliners is \$545,000.

The Finance Committee is recommending purchasing this equipment. Gary Miller made a motion to approve the recommendation to purchase the list of equipment from Stryker, Dixie See seconded the motion and motion carried.

Financial Statements - Gary Miller reviewed the financial statements, noting that October was a high volume month. Harlan Rasmussen asked about input from the medical staff and Mike McCafferty said that this is being addressed with physicians as well as review of drug costs and needed changes in the formulary.

FOUDATION REPORT

Mr. Gene Davis, Foundation President reported that Tom Ringley has tendered his resignation as the Foundation Executive Director and the Foundation Board unanimously voted in Ada Kirven to fill this position, effective January 1, 2009.

BUILDING COMMITTEE REPORT

Rob Forister reported that the new Dialysis Unit is planned for a January opening. Schematic documents are being built for the Laboratory Project and the Pharmacy Project plans are awaiting review by the state. There have been some material delays in the new keyless entry system and this will be implemented in January.

OTHER BUSINESS

Harlan Rasmussen reported that Joanne Redder will collate the Board's self-evaluations and will email the results. These will be reviewed by the Board to see what areas need to be addressed.

Harlan Rasmussen addressed Board education and felt it was important that, particularly the newest members, attend a conference on Board Governance. Joanne Redder will share some upcoming conference dates from the Governance Institute and Estes Park Institute with Bill Huppert and Randy Bomar.

The Board then adjourned into executive session at 4:45 p.m.

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

Harlan Rasmussen reported that the Board reviewed recommendations for medical staff re-credentialing as well as applications for three new applicants.

Active Staff – The list of physicians who have re-applied for Active Staff privileges for the period January 1, 2009 through December 31, 2010 were reviewed. Dixie See made a motion to approve the recommendation from the Credentials Committee. The motion was seconded and carried. Dr. Strahan abstained from voting on his application.

Courtesy Staff – The list of physicians who have re-applied for Courtesy Staff privileges for the period January 1, 2009 through December 31, 2010 were reviewed. Dr. Strahan made a motion to approve the recommendation from the Credentials Committee. Dixie See seconded the motion and motion carried.

Consulting Staff - The list of physicians who have re-applied for Consulting Staff privileges for the period January 1, 2009 through December 31, 2010 were reviewed. Dr. Strahan made a motion to approve the recommendation from the Credentials Committee. Dixie See seconded the motion and motion carried.

Honorary Staff - The Credentials Committee recommended that Honorary Staff Status be given to Dennis Frisbie, M.D. Randy Bomar made a motion to approve Dr. Frisbie for Honorary Staff, Dixie seconded the motion and motion carried. The Board asked if they could see a list of all current Honorary Staff and this will be provided.

It was noted that five physicians are not renewing their hospital privileges by their own voluntary action.

The Board reviewed the applications of three new medical staff applicants:

Erin Scherry, PA-C has been granted Affiliated Health Care Professional privileges at Sheridan Memorial Hospital as a Physician Assistant in the Department of Medicine. Erin is currently employed at Strahan, Hunter, & Associates Internal Medicine practice as a Certified Physician Assistant. Dr. Strahan and Dr. Hunter will serve as Erin's supervising physicians when caring for patients at the hospital.

Beckie Tonak, PLPC has been granted Affiliated Health Care Professional privileges at Sheridan Memorial Hospital as a Provisional Licensed Professional Counselor in the Departments of Medicine, OB/Peds and Emergency, specializing in early childhood mental health.

Beckie is currently employed at the Northern Wyoming Mental Health Center in Sheridan, Wyoming. Laura's clinical supervisor is Donald Boone MS, LPC at Northern Wyoming Mental Health.

Kathy Tiffany, PLPC has been granted Affiliated Health Care Professional privileges at Sheridan Memorial Hospital as a Provisional Licensed Professional Counselor in the Departments of Medicine, OB/Peds and Emergency specializing in child & adult counseling.

Kathy is currently employed as a family and child therapist at the Northern Wyoming Mental Health Center in Sheridan, Wyoming. Kathy's clinical supervisor is Donald Boone MS, LPC at Northern Wyoming Mental Health.

Ron Mischke made a motion to approve the privilege applicants of Erin Scherry, PA-C, Beckie Tonak, PLPC and Kathy Tiffany, PLPC as recommended. Randy Bomar seconded the motion and motion carried.

Dr. Strahan abstained from voting on Erin Scherry's application.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 5:30 p.m.

Recorder,
Joanne Redder
Dixie See, Secretary