

**BOARD OF TRUSTEES
FEBRUARY MEETING MINUTES
WEDNESDAY, MARCH 2, 2016 4:00 P.M.**

MEMBERS PRESENT: Kevin Bailey, David Smith, Gene Davis, Dixie See, Shirley Coulter and Gary Miller

MEMBERS ABSENT: Gene Davis, Ron Mischke

Others Present: Mike McCafferty, Dr. Sara Smith

CALL MEETING TO ORDER

Kevin Bailey, Chairman, called the meeting to order at 4:03 p.m.

PUBLIC COMMENTS, INTRODUCTIONS

None.

APPROVAL OF AGENDA and MINUTES

The agenda for the February Board of Trustees Meeting was available for review. Dixie See made the motion to approve the February Board agenda. Gary Miller seconded the motion. Motion carried.

The minutes from the January Board Meeting, held on February 3, 2016 were reviewed. David Smith requested clarification on the strategic plan that was presented at the January meeting. Clarification was requested under the Administration report pertaining to Charlotte Mather, CNO. Shirley Coulter made a motion to approve the amended January Board meeting minutes as written. Dixie See seconded the motion. Motion carried.

OLD BUSINESS

None.

QUALITY COMMITTEE REPORT

The Committee reported that numerous policy and procedures were approved and measures discussed. The Committee reviewed 17 data sets and discussed Title 25 issues. The committee has begun to review patient flow measures; the hospital is below the benchmark for times in the Emergency Department. The blood bank survey (AABB Survey) went well, and the Hospital received the accreditation as there were no major findings for quality of care. Dr. Addlesperger will research whether it makes sense to have the Committee approve technical policies and procedures.

MEDICAL STAFF REPORT

Dr. Sara Smith noted there will be a Quarterly Medical Staff meeting on Tuesday, March 8th at 6 pm. All Board members are invited to attend.

The following privileging requests will be discussed in Executive Session: Erin Strahan, Physician Assistant additional request to add Urgent Care scope of practice as new employee to Sheridan Memorial Hospital as of Feb, 2016; Claudia Welborn, LCSW Independent social worker requesting privileges to consult with patients at the Welch Cancer Center; two Teleradiologist requests from VRad Nighthawk services.

The Board members reviewed in Executive Session the applications, the supporting documentation, the Department's recommendations, Medical Executive Committee's recommendations, and information received during the credentialing and privileging processes. Based on this review, it is the Board's opinion that the following applicants meet the requirements for Medical Staff appointment and clinical privileges as recommended.

Gary Miller made a motion to approve Erin Strahan's request for additional Urgent Care privileges as a Certified Physician Assistant. Erin will be under the direct supervision by the Emergency Department physicians for all pediatric patients for a focused period of time and has met all additional competency evaluations for pediatric scope of practice. Dixie See seconded the motion. Motion carried with David Smith abstaining.

David Smith made a motion to approve Claudia Welborn's request for Mental/Behavioral Health Consult privileges as a Licensed Clinical Social Worker to consult on patient at the Welch Cancer Center under proctorship by Dr. Greg Marino and that Medical Executive Committee reports back to the Board within 6 months on the evaluation of Claudia in the WCC setting. Gary Miller seconded the motion. Motion carried.

David Smith made a motion to approve the two added VRad Nighthawk Teleradiologists, Dr. Douglas Belton and Dr. Naomi Saenz requesting interpretation of radiograph, CT, Ultrasound, and Nuclear Medicine privileges via telemedicine. Shirley Coulter seconded the motion. Motion carried.

ADMINISTRATION REPORT

Joint Commission ~ The Joint Commission will be coming back for a follow up survey in the next couple of weeks. The hospital staff has put in tremendous work over the last 6-8 months addressing items and is ready for the survey.

Business Cards ~ Business cards with hospital contact information were provided to each board member, as there are times they are approached by a patient about their hospital experience. The contact numbers listed are for the Patient Experience Specialist, the CEO and CMO. This will be a trial to see if the cards are utilized and effective for the board when they are approached in public.

Welch Cancer Center Update~ Lekan Ajayi, Cathy Bealer, Mary Kaercher and Dr. Marino gave a presentation regarding recent activities, developments and programs at the Welch Cancer Center.

Cathy Bealer, Director of Professional Services outlined services offered, such as patient assistance, partnership and survivorship programs; the WCC has partnered with the dental program at the college to offer services, plus genetic testing, mobile CT, and oncology rehabilitation services to help

the patient regain their strength. The website is to be enhanced and there is the start of a breast boutique at the WCC, offering special clothing and prosthetics.

There are still some services that we cannot take care of such as acute leukemia or stem cell transplants or clinical research. Brain metastases go to Billings, due to the specialized equipment needed to treat.

Medical Office Building Overview~ Mike gave an overview of proposed MOB project to the Board. The proposed MOB would be a two story building attached to the current Medical Arts Complex, with 25,000 square feet on the main level and 25,000 square feet of unfinished space on the second level. There will be a recommendation to move forward with the MOB presented at the March board meeting. Approximate cost is almost \$19M for 50,000 square feet; this includes relocating the maintenance shop, and remodeling of Sheridan Woman's Clinic to expand their space for an admissions area and waiting room. Prior to the next board meeting, a presentation of the financing, debt, and how to move forward will be given.

Department of Health / Licensure and Safety – Mike reported that the Hospital has been working with the Wyoming Department of health and that all issues have now been cleared up, allowing the Hospital to move forward with its plans for a smoke evacuation system.

Legislative Update – Mike reported that he spoke with our local legislative representatives regarding some thoughts to take back to session pertaining to the following topics: Medicaid expansion; Title 25 issues; and other healthcare laws such as the enhanced version of the nursing licensure compact

FINANCE COMMITTEE REPORT

Financial Update – January was a good month with a slight operational loss and significant net income gain. There is a trend with increased Medicare patients and an increase in drug costs at the Welch Cancer Center.

Capital Equipment Purchase (information) – the Finance Committee reported that it reviewed unbudgeted capital equipment requests and the Hospital's ability for capital expenditure based on emergent need for the equipment.

Capital Purchases (Action) - Materials Management has requested unbudgeted equipment totaling \$24,958 that would help save \$300K over the next couple of years. Dixie See made the motion to approve the purchase of wire carts, shelving and bins as requested. Shirley Coulter seconded the motion. Motion carried.

First Federal Banking Resolution (Action) – Nathan presented a Resolution to conduct banking transactions specifically with First Federal. The Finance Committee recommended approval of the Resolution. Gary Miller made the motion to approve the Resolution presented, a copy of which is attached hereto. Dixie See seconded the motion. Motion carried with Kevin Bailey abstaining.

FOUNDATION REPORT – The Foundation Board met last week. The hospital Auxiliary also held their annual meeting and membership drive. The Auxiliary presented the largest gift they have

ever made of \$50K to the Foundation. The gift was two parts; \$5,000 from the Trees of Love and \$45,000 from the Kozy Korner Gift Shop. It was also celebrated that the Auxiliary has now given over \$500K, (almost \$550K) since 1991. Also at the Auxiliary's annual meeting, individuals are recognized for the hours volunteered; Wanda Hanebrink has volunteered a cumulative total of 3,000 hours. She is the past president with Maurita Meehan as incoming president for 2016.

Ada reminded everyone of the tab insert on critical care and heart health in the paper last Saturday. The tab shares stories about patient care and the compassion they were given. As Ada continues to raise funds for the ICU, it was noted that she was instrumental in the funds raised for the cancer center and the care people receive there.

BUILDING COMMITTEE REPORT

The Building Committee reviewed all of their projects and toured the ICU unit. Arrangements will be made for the other board members to take a tour next month.

OTHER BUSINESS

None.

EXECUTIVE SESSION

David Smith made a motion to move into Executive Session to discuss personnel and legal issues. Shirley Coulter seconded the motion. Motion carried.

The Board reconvened into general session at 5:09 pm for action to be taken on privileging and credentialing. Please see the above Medical Staff Report. There Board discussed legal matters with no action taken.

ADJOURNMENT

With there being no further business to come before the Board, the general meeting was adjourned at 5:12 pm.

Recorder, Patty Forister

David Smith, Secretary