

BOARD OF TRUSTEES
JANUARY MEETING MINUTES
Tuesday, January 27, 2015 3:00 P.M.

MEMBERS PRESENT: Kevin Bailey, Ron Mischke, Gene Davis, David Smith, Gary Miller and Dixie See

MEMBERS ABSENT: Dr. Strahan, Dr. Sara Smith

Others Present: Mike McCafferty

CALL MEETING TO ORDER

Kevin Bailey, Chairman, called the meeting to order at 3:02 p.m.

PUBLIC COMMENTS, INTRODUCTIONS

None

APPROVAL OF AGENDA and MINUTES

The agenda for the January Board of Trustees Meeting was available for review. The Finance Committee asked to add an unbudgeted capital equipment item under Finance. Dixie See made the motion to approve the amended January Board agenda. Gene Davis seconded the motion. Motion carried.

The minutes from the December Board Meeting, held on December 30, 2014 were reviewed. Gary Miller made a motion to approve the December Board meeting minutes. David Smith seconded the motion. Motion carried.

OLD BUSINESS

None

QUALITY COMMITTEE REPORT

A copy of the Performance Improvement Plan was handed out for review. This will come before the board at the next meeting, with the recommendation by the Quality Committee to approve. Dr. Addlesperger would like the board to review and get any comments, questions or concerns back to him so that any items can be addressed before the next Board of Trustees meeting in February. This plan is the blue print for the quality council going forward. The quality council will look at specific data elements and the information will be understandable and measureable. The council will accomplish a monumental amount of work in the next year by following this plan.

MEDICAL STAFF REPORT

Dr. Shaun J. Gonda, MD is requesting Consulting Staff membership in the Department of Radiology with privileges in Diagnostic Radiology, Neuroradiology, and Interventional Radiology. Dr. Gonda has served the community of Sheridan at Sheridan Memorial Hospital as a Diagnostic/Interventional Radiologist Locum Tenens for Capital Radiology in May 2014 and

August 2014. He is an associate of the Wichita Radiological Group in Wichita, KS where he has practiced since 2011 after completing an Interventional Radiology Fellowship at University of Arkansas. Beginning February 2015, he will be intermittently filling in as requested at Sheridan Memorial Hospital to ensure efficiency and streamlined care within the Department of Radiology. After review of credentials in Executive Session, David Smith moved to approve the requested membership and privileges of Dr. Gonda as requested. Ron Mischke seconded the motion. Motion carried.

Dr. Tyson Hale, MD is requesting Consulting Staff membership in the Department of Radiology with privileges in Diagnostic Radiology, Neuroradiology, and Interventional Radiology. Dr. Tyson Hale has served the community of Sheridan at Sheridan Memorial Hospital as a Diagnostic/Interventional Radiologist Locum Tenens for Capital Radiology in July 2013 and May 2014. His primary practice is in Kerrville, TX where he has practiced since 2005. Beginning February 2015, he will be intermittently filling in as requested at Sheridan Memorial Hospital to ensure efficiency and streamlined care within the Department of Radiology. After review of credentials in Executive Session, Dixie See moved to approve the requested membership and privileges, contingent upon Dr. Hale fulfilling ACLS certification for moderate sedation privileges as requested and recommended by Medical Executive Committee. David Smith seconded this motion. Motion carried.

ADMINISTRATION REPORT

Compliance Report ~ Juliette Stancil is our Compliance Officer and is reporting on the initiatives she has been working on with employee education, round table discussions and making sure our organization stays on top of all the rules and regulations. The Board Compliance Committee will now be meeting quarterly instead of monthly. Juliette will continue to present a quarterly report to the full board at their request.

Compliance Committee of the Board of Directors Committee Charter (Action) ~ The Board Compliance Committee has reviewed the Charter and recommends approval of the Charter to the Board. There was a discussion of the Charter's purpose. David Smith made the motion to approve the Charter. Ron Mischke seconded the motion. Motion carried.

Medical Office Building ~ Mike reported that planning continues towards a final conceptual plan for the medical office building. The current plan envisions an extension of the existing Medical Arts Complex, extending east. We are looking at a 50,000 square foot building to house Big Horn Mountain Medicine, support personnel, and possibly Dr. Varner's practice. This building will also offer expansion opportunities for others, such as the retail pharmacy located in the Medical Arts Complex (MAC) and Dr. Strahan's practice. This building is needed to support and grow our internal medicine practice and to be more efficient and provide a positive patient experience; the proximity to each other will allow for more effective communication in the care of our patients. Having the internal medicine practice close to the existing medical arts complex makes it easier for patient accessibility to other services such as the lab, imaging, etc. The new medical office building would be twice the size of the MAC and all usable space.

ICU ~ Mike reported that the ICU project is back with the original concept and location, as there is no substantial cost savings to locate the ICU anywhere else within the hospital. The stakeholders have come up with a great design and everyone is confident with the project. Budget numbers have been presented to the Building Committee. The Building Committee will present to the full board, once they have the numbers for all upcoming projects to fund.

Mike also reported that the hospital will be looking at multiple capital projects over the next few years with expansion to meet community needs and enhancing strategic positioning for the community. There is a need for a Hospice residence and expanding the service line in the transitional care unit. To funding the projects, we will be working with the hospital Foundation, hospital operations, contributions from other foundations and community support.

Reference Labs ~ Gary reported that the reference lab currently uses Qwest Labs in Denver for tests that we do not do in house. We spend approximately \$440,000 a year for this service. In order to keep costs down, and quality of results high, Gary received bids from other reference labs. The hospital will be making a change to the Mayo Reference Lab with a price savings of \$160,000 a year. Gary introduced Sean Bonnet as the co-manager of our lab; Gary is retiring next year and Sean will be sole manager when that happens. Sean has 15 years' experience with the VA. Sean reported that they went over the reference laboratory information extensively and he is confident that the Mayo Laboratory is the best choice. Gary states that they have someone coming to help with the transition.

Air Ambulance ~ Mike reported that the hospital continues its conversations with Air Methods, also known as Wyoming Life Flight, who will be setting up a base of operations in Sheridan. The intent is to move forward with documents and a contract. Air Methods will place a helicopter on the heli-pad in front of the emergency department and will take care of transports that we have by air to Casper and Billings. Their services will be available to the greater region. Air Methods will also provide a fixed wing unit from Casper. This is not a service we own and we have no financial relationship with them. Having an air ambulance on site with a flight team immediately available could save anywhere from 40 to 60 minutes in transport time.

Cerner Optimization ~ the Cerner team has come in and has put a plan together to optimize what the hospital and clinics are already using. They have gone through the issues in the clinics to help the physician's be more efficient. Cerner will be here for 4 – 6 months and staff is excited to have their help and see productivity increase with the optimization plan. Voice recognition (Dragon) training is going on as well.

FINANCE COMMITTEE REPORT

The Finance Committee has three Unbudgeted FY2015 Capital Equipment items that they would like to recommend to the Board for purchase approval:

1. Urology Sets and Generator for the Operating Room \$41,815.85
2. Front End Loader (articulated to fit in tight places) \$66,500 for Facilities

3. Ferromagnetic Detection System (magnetic detection/patient safety) for \$20,090 for Radiology/MRI

After discussion, Gene Davis made the motion to approve all three purchases as referenced above. Ron Mischke seconded the motion. Motion carried.

Alan discussed the financial statements. They show a positive bottom line for the month. Urgent Care had its busiest month ever and BHHN had their highest volumes as well. The statement shows a high revenue month because of outpatient services and improved collections. Our matching funds payment was received and we recognized half of that amount.

FOUNDATION REPORT

Ada reported that the ICU project is proceeding for the Foundation and money has already been accumulated from staff to go towards the ICU. To date, \$171,000 has been collected from and staff., and \$270,000 has been raised through prior golf tournaments hosted by the Powder Horn Ladies Golf Club. Ada has a good start on the fund-raising and the employee partners have been very supportive of seeing the ICU being updated and renovated.

Ada reminded the board of the SMH Auxiliary Annual Meeting and Membership Luncheon on Feb 6th at 11:30 am.

Ada presented a check from the Foundation's annual fundraiser, The Link Partners in Pink, to Chris Bilyeu, Radiology Manager, in the amount of \$42,405 for mammography and the Women's Health Cancer Screening program.

Ada reported that she attended a Hospice volunteer training the previous evening. She said that it was very informative, and there is a definite need for a Hospice House and the special type of care that is required for hospice patients.

BUILDING COMMITTEE REPORT

Rob reported that the committee is looking at building a Hospice Residence and Tim Belton is working on a preliminary design to fit within our budget. The preliminary survey is done and an engineering survey is in process. The building committee should have the information within the next month or two.

The flooring in the patient wing and the Admissions area will be replaced in the next two weeks.

OTHER BUSINESS

None

EXECUTIVE SESSION

With no further business, the meeting moved into closed session at 4:01 pm for discussion of legal and personnel issues. The meeting then reconvened into public session at 4:25 pm with the following action taken: Please see above Medical Staff report for credentialing actions.

A motion was made by Gene Davis to approve the Department of Radiology resolution as discussed in Executive Session. David Smith seconded motion. Motion carried. The resolution shall be placed in the corporate book.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 4:30 pm.

Recorder, Patty Forister

David Smith, Secretary