

**BOARD OF TRUSTEES  
JULY MEETING MINUTES  
WEDNESDAY, AUGUST 2, 2017 4:00 P.M.**

**MEMBERS PRESENT:** Kevin Bailey, Dixie See, Ron Mischke, Dr. Timothy Scott, Gene Davis, Shirley Coulter and David Smith

**MEMBERS ABSENT:**

**Others Present:** Mike McCafferty and Dr. Ian Hunter

**CALL MEETING TO ORDER**

Kevin Bailey, Chairman, called the meeting to order at 4:02 p.m.

**PUBLIC COMMENTS, INTRODUCTIONS**

Ada Kirven, Director of Donor Relations with the Foundation introduced Kirby Taylor, the Foundation Chairman for the coming year. A welcome was extended by all.

**APPROVAL OF AGENDA and MINUTES**

The agenda for the July Board of Trustees meeting was available for review. Kevin Bailey moved to approve the agenda with the addition of Legal under Executive Session. Gene Davis seconded the motion. Motion carried.

The minutes from the June board meeting held on June 28, 2017 were reviewed. Dr. Scott moved to approve the minutes. Dixie See seconded the motion. Motion carried.

**OLD BUSINESS**

None.

**FOUNDATION REPORT**

Meredith Sopko, the event coordinator for the Foundation, reported on the golf tournament held in July. The Foundation had a great tournament with 132 golfers participating; Dr. Hannah Hall received a cash prize for a hole in one. The Foundation appreciates everyone who participated and all of the sponsors. The tournament raised \$23K which will benefit the Gap Program in the hospital. A check was presented to Liz Mahoney, the manager of the Case Management Department. The GAP Program helps a patient avoid a crisis upfront in identifying patient needs, such as purchasing a medication that a patient needs but cannot afford. This program prevents readmissions for those that may need a little assistance. Case Management will be expanding their services to the outpatient services at Big Horn Mountain Medicine.

**OTHER**

The Marketing Department is working with patients to capture stories of their care. Cardiology patient, Ron Richter was recently interviewed, and his story was shared with the board via video. Ron was unable to attend the board meeting but shared with Ada Kirven that sharing his story on video is a way to give something back to the community. This video will be presented on social media outlets. Ron will also be a guest on Public Pulse in the near future to talk about his cardiac care and recovery experience. The purpose of the video is to let communities know about cardiac services at SMH.

The family of Rex Martin is doing a fundraiser/raffle to benefit the cardiology program as well.

### **QUALITY COMMITTEE REPORT**

Dr. Addlesperger informed the board that the Peer Review Committee sent a letter to one of the Emergency Room physicians, based on the care of a patient who deteriorated quickly, but was saved due to the actions of the physician.

The committee reported on the new infection prevention plan, risk assessment on where things can go wrong, and reviewed best practice standards from the Joint Commission. The committee also reviewed data sets on readmissions, medication errors, and three improvement projects. The action plan for the mock survey was reviewed; the quality plan for the organization, and the governance and leadership structure in quality was reviewed as well.

Board members asked questions pertaining to C-Difficile. Dr. Hunter explained that people can harbor this infection. SMH is working with environmental services to monitor the cleaning of rooms and behaviors to eradicate the infection. Improvement projects are on-going related to C-Diff.

### **MEDICAL STAFF REPORT**

Dr. Hunter had no report at this time other than credentialing matters to discuss in Executive Session.

Dr. Hunter brought forth the following candidates for consideration:

Erik Smith, MD requests privileges as an Emergency Medicine Physician. Kevin Bailey moved to approve Dr. Smith's privileges. Dr. Scott seconded the motion. Motion carried.

Megan Ratterman, DO requests privileges in Hematology/Oncology Core Privileges at the Welch Cancer Center. Ron Mischke motioned to approve full privileges. Dixie See seconded the motion. Motion carried.

Sean Schoonover, PA-C requests orthopedic surgical physician assistant privileges under the direction and supervision of the Sheridan Orthopedic physicians. David Smith motioned to approve the privileges. Dr. Scott seconded the motion. Motion carried.

Eric Hodgson, MD requests consulting privileges at the Sheridan Women's Clinic. Gene Davis motioned to approve consulting privileges. Shirley Coulter seconded the motion. Motion carried.

### **ADMINISTRATION REPORT**

WHA Conference - The Wyoming Hospital Association will hold their annual meeting September 21<sup>st</sup> and September 22<sup>nd</sup> in Sheridan. This is a great opportunity for us to host the event and to network with others.

Board Education Planning - Mike is exploring different opportunities around orientation and ongoing board education. The hospital will be regrouping with Best on Board and will look for opportunities to offer governance training in Sheridan. Mike has talked with past board of trustee members to utilize for new trustee orientation. There will be more information to come in the next couple of months.

Board Bylaws and Documentation – Tom Klepperich, staff attorney, has confirmed that all of the activities of the board are consistent with the by-laws, that all changes to the by-laws are accounted for, and that the bylaws are centrally located and organized. Tom also confirmed that all entities the hospital is involved with have current documentation and that information is maintained appropriately.

### **FINANCE COMMITTEE REPORT**

The hospital had a sizeable loss in the 4<sup>th</sup> quarter, and there was a variation in professional fees and supply costs. We continue to make progress in accounts receivable. There is a downward trend, and it may be seen in the 1<sup>st</sup> quarter of FY2018. Volumes are soft across the state for June and July. The number of days of cash on hand has picked up. We will continue to look at the labor force and determine where projects are going.

### **BUILDING COMMITTEE REPORT**

An update was given on the Medical Art Complex expansion project. The Wound Care Clinic project will conclude soon, and the preliminary data on the master plan will be delivered in September.

### **OTHER BUSINESS**

Officer Nominations - The board nominating committee chairman Ron Mischke, motioned to keep the same board officers as last year; Kevin Bailey, Chairman, David Smith, Vice Chairman, Gene Davis, Treasurer and Shirley Coulter as Secretary. Dixie See seconded the motion. Motion carried.

Board Committee Assignments – The committee list was distributed with some minor adjustments.

### **EXECUTIVE SESSION**

Kevin Bailey moved to adjourn into Executive Session at 4:46 p.m. after a short recess to discuss personnel and legal. David Smith seconded the motion. Motion carried.

The Board reconvened into open session at 5:11 pm after discussions on personnel. Please see the above Medical Staff Report for action taken.

### **ADJOURNMENT**

With no further matters to come before the board, the meeting adjourned at 5:12 p.m.

Patty Forister, Recorder

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Shirley Coulter, Secretary