

BOARD OF TRUSTEES
JUNE MEETING MINUTES
Thursday, June 26, 2014 2:00 P.M.

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

MEMBERS ABSENT: Kevin Bailey, Dr. Strahan

Others Present: Mike McCafferty and Dr. Sara Smith

CALL MEETING TO ORDER

Ron Mischke, Chairman, called the meeting to order at 2:02 p.m.

PUBLIC COMMENTS, INTRODUCTIONS

None

APPROVAL OF AGENDA and MINUTES

The agenda for the June Board of Trustees Meeting was available for review. Motion was made by Gene Davis to approve the June Board agenda. Dixie See seconded the motion. Motion carried.

The minutes from the May Board Meeting, held on May 28, 2014 were reviewed. A motion was made by David Smith to approve the May Board meeting minutes. Gary Miller seconded the motion. Motion carried.

OLD BUSINESS

None

QUALITY COMMITTEE REPORT

Dr. Addlesperger mentioned the Culture of Safety and the TeamSTEPPS program through Synensis, which Mike McCafferty discussed in the Administrative report.

MEDICAL STAFF REPORT

William Taylor III, MD is requesting Active Staff membership in the Department of Radiology at Sheridan Memorial Hospital, specializing in Diagnostic and Interventional Radiology. Dr. Taylor has accepted employment with Dr. Dan Alzhiemher of Capital Radiology PLLC dba Big Horn Radiology and will begin practice July 2014. After review of credentials in Executive Session, David Smith move to approve the requested active staff membership and privileges of Dr. William Taylor. Gene Davis seconded the motion. Motion carried.

Elizabeth Brown, MD has requested Active staff membership in the Departments of Surgery and OB/Peds, specializing as an Obstetrician / Gynecologist and employee of Sheridan Women's Clinic and Sheridan Memorial Hospital. She will be joining Dr. McAdoo, Dr. Gill, and Dr. Franklund in women's health care effective August 1, 2014.

After review of credentials in Executive Session, Dixie See moved to approve the requested active staff membership and privileges of Dr. Elizabeth Brown. Gary Miller seconded the motion. Motion carried.

ADMINISTRATION REPORT

Strategic Planning ~ Mike McCafferty met with Laura Lehan with PeAk Consulting and reviewed the feedback from the strategic planning sessions held earlier. The sessions produced information. Mike would like to meet with her and the leadership group to review this information and prioritize items; then meet with a subcommittee of the Board for planning and work sessions on elements of the strategic plan. There is consistency in the data collected with what we are hearing and the information collected in our surveys. This strategic planning will focus on firming up our operations and prioritizing patient quality and safety.

TeamSTEPPS ~ Mike indicated that Dr. Addlesperger and Charlotte Mather discovered this program when attending IHI training. This program is through a company called Synensis, which offers leadership and communication training to insure quality of patient care and safety by changing the culture. A group of 30 members comprising Leadership, physicians, and staff attended a two day training and established a framework of how to use our data and implement it within the hospital to drive patient quality and safety. The Board is invited to participate at any phase of this process. This is a tool kit with basic strategies that members of teams can do to support one another and to perform at a higher level. There are different roles for members within the team structure. The focus will be on communication, hand-offs, and leadership training. These same tools will be shared with physicians. There is the need to make sure everyone works together and treats one another with mutual support and respect. We need to start the conversations within the organization on how leadership approaches the implementation, as well as the managers and staff. The plan is to isolate the process in one area and then spread out to other areas within the hospital. When there are many experts on a team there will be an outcome of an expert team. We will need to make sure that the framework for an expert team is in place. There will be ongoing coaching calls providing useful techniques to help us change. We are a very dynamic organization, but not everyone will want to change. This will be a huge culture change to the organization, and we will make it as simple as possible. Creating standardization in systems and processes will increase outcomes for the better. The healthcare industry will not tolerate good anymore; we need to be excellent. Implementing this program will take us to another level in providing the best care possible for the community. In the next 2 weeks, senior leaders will be taking this information out to the staff in sharing the results of the culture of safety survey. It is Administration's responsibility to make sure our experts have the tools to be excellent and do their jobs; creating consistency and standardization to make us great. This will be the message that will be communicated to the organization.

Organizational Structure ~ There is the need for us to change the leadership structure and capacity. In order to achieve the goals of consistency and standardization outlined above, there needs to be another level of management to focus on the strategic plans and help implement change within the organization. We will go from "Chief, Manager, and Staff" to "Chief, Director, Manager, and Staff."

Mike took the opportunity to thank Ron Mischke, who has been Chairman of the Board since 2010, for all of his commitment and support of the hospital. Ron will be stepping down as Chairman effective June 30, 2014. Kevin Bailey will take on the role of Chairman of the Board effective July 1, 2014.

FINANCE COMMITTEE REPORT

Susan Novak, Controller, presented the financial report. She reported that May revenue and expenses were average. For the year, everything was pretty much in the middle of the pack. SMH showed some good consolidated revenues and had some expenses, so everything came out as average. May was not spectacular, but there is a good trend going. We will close out our year in good shape, with Monday, June 30th, being the last day of the fiscal year.

The Capital Budget for FY 2015/2016 was reviewed. The information is the same as what was reviewed in the work sessions. There are many costs to repair an aging facility, and we will continue to have these as our facility continues to age. The Finance Committee recommended approval of the Capital Budget for FY 2015 /2016. Gene Davis moved to approve the Capital Budget as presented. Dixie See seconded the motion. Motion carried.

The Operational Budget for FY 2015/2016 was reviewed. SMH has seen a good trend in the last 2 years. The Finance Committee recommended approval of this budget. Gene Davis moved to approve the Operational Budget for FY 2015/2016 as presented. Gary Miller seconded the motion. Motion carried.

FOUNDATION COMMITTEE REPORT

Ada Kirven, Foundation Executive Director, introduced Andrea Mellinger as the new Foundation Board Chair. There are 3 members of the Foundation Board that have served their terms and have now stepped off the board: Shirl Yager, Kevin Bailey and Rick Rossa.

Ada reminded everyone that the Foundation has a golf tournament in conjunction with the Powderhorn Ladies Golf Association, which will be Sept 5th and 6th at the Powderhorn. This is a women-only golf tournament, and it is being promoted as MASH – Medical Assistance for Sheridan Hospital.

Ada also presented a check to Susan Novak, Controller for the Welch Cancer Center. The Foundation received 6 months of pledges totaling \$425,000. Year-to-date, the Foundation has \$855,000 for the Welch Cancer Center. There remains \$1M in pledges to collect, though, so far, everyone is paying on time.

Ada and Ann Aksamit, Hospice/Home Care manager, have gone to other communities to visit hospice houses. There is a great need in our community for a Hospice House and Ada has been visiting with people who want to have a part in it. The Foundation plays a very important role to the hospital and the community and is committed to doing a good job. Ada indicated that at their recent strategic planning session, they talked about how to continue to support the hospital, strengthen the partner program, and get our stories out to the public.

BUILDING COMMITTEE REPORT

The Building Committee reviewed the Capital Improvement requests for FY 2014/2015. James Rader reported that MDU ran a line from a substation to our campus, lessening the risk of a power outage in a storm. There have been recent incidences of trees / tree limbs damaging overhead lines, causing a loss of power to the hospital. The ICU project is currently on hold as other options are being discussed.

OTHER BUSINESS

Board Committee Assignments were received by the board members in their board packet, and a hard copy was given to each at this meeting. Ron Mischke thanked each board member for serving on the committees assigned to them.

Tom Ringley, Sheridan County Commissioner, thanked Ron Mischke for his service as Chairman of the Board and for his continued service as a Trustee. Tom appreciated the Board's style of business and communication with the County Commissioners.

EXECUTIVE SESSION

With no further business, the meeting moved into closed session at 2:50 p.m. for discussion of personnel.

The meeting then reconvened into public session at 2:52 p.m. Action was taken on privileging matters. See Medical Staff report above.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 2:55 p.m.
Recorder, Patty Forister

Michael Strahan, M.D., Secretary