

**BOARD OF TRUSTEES  
MAY MEETING MINUTES  
WEDNESDAY, MAY 29, 2019 4:00 P.M.**

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

**MEMBERS ABSENT:**

**Others Present:** Mike McCafferty

**CALL MEETING TO ORDER**

Kevin Bailey, Chairman, called the meeting to order at 4:00 p.m.

**APPROVAL OF AGENDA and MINUTES**

The May board meeting agenda has been reviewed. Gene Davis motioned to approve the agenda. Andrea Mellinger seconded the motion. Motion carried.

The minutes from the April board meeting held on Wednesday, May 1, 2019 were reviewed. Shirley Coulter moved to approve the minutes as written. Andrea Mellinger seconded the motion. Motion carried.

**OLD BUSINESS**

None.

**PUBLIC COMMENTS, INTRODUCTIONS**

None.

**QUALITY COMMITTEE REPORT**

The Quality Committee reviewed the Utilization Management Plan, which will be brought to the full board next month for approval. Hand hygiene improved to 95%. Quality measures reported to CMS and the Joint Commission continue to score higher than the national average; in the last 6 months, we have scored higher than the national average in the sepsis bundle.

**MEDICAL STAFF REPORT**

There is nothing to report other than credentialing matters in Executive Session.

On behalf of Dr. Hunter and the Medical Executive Committee, Dr. Addlesperger requests board approval on the following appointments:

Rebekah Montgomery, FNP-C, DNP for privileges as an advanced practice clinician in Internal Medicine.

Jeffrey Wray, DDS – Dentist, Licensed Independent Provider. Privileges requested to perform surgical extractions in the OR with no admitting privileges.

Daniel LoVerde, D.O. – has requested ICU/Critical Care Telemedicine Consulting privileges. Delegated credentialing through Billings Clinic.

Dr. Timothy Scott moved to accept the above-mentioned appointments as presented. Shirley Coulter seconded the motion. Motion carried.

On behalf of Dr. Hunter and the Medical Executive Committee, Dr. Addlesperger requests board approval on the following reappointments:

Steven McCormack, MD and Shannon Calhoun, DO for telemedicine radiology, delegated credentialing with Real Radiology.

Shirley Coulter moved to accept the reappointments in telemedicine radiology as presented. Andrea Mellinger

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seconded the motion. Motion carried.

### **ADMINISTRATION REPORT**

Compliance Program – Mike McCafferty updated the board that Lynn Smith has accepted the position as the Compliance Officer once again. The Compliance Committee met and will continue to move forward with the programs outlined. Mike has requested that Lynn put together an education series for the board on Compliance, Protected Health Information, and HIPAA. This educational series will be presented to the trustees at the upcoming Board of Trustees meetings.

Physician Recruitment – the recruitment of internal medicine physicians continues. We have made offers to two physicians, one for the hospitalist hybrid position and one clinic physician. One is still in residency and one is currently practicing in the region. We continue to recruit in this area to address access issues in primary care.

Facilities Planning and Support – the hospital has 350,000 square feet of space. We continue to evaluate space to ensure that we have the right space for services and support services. We will continue to look at freeing up space that is appropriate for patient care on campus. This may entail moving support services not related to direct patient care, to recently vacated buildings across the street. The Free Clinic may, if they receive a grant that they applied for, move to a location closer to the hospital. Gould Street is fantastic for the support services and there is no plan for any of those services to move elsewhere.

Board Training Resources – Mike attended the WHA Board/Trustee Education in Casper last week. Andrea Mellinger received acknowledgement for the Best on Board training that she has completed. Ron Mischke is retiring from our board next month; Ron has spent time on a Board Governance Committee at the state level and has done a tremendous job. This is important work and Mike would like to encourage the board to stay associated with the board at the state level and attend trainings offered; this is an opportunity to meet with other boards across the state and to share ideas. Each board member has received a book “Navigating the Boardroom”. This publication will help the trustee understand his/her role and what governance means on a daily basis, along with expectations and duties.

### **FINANCE**

There has been a positive start to the 4<sup>th</sup> quarter. In spite of a loss for the month of April, we saw positive cash flows and are building up our cash on hand. There is a positive trend in the payer mix, surgery is busy, and a volume increase at the Welch Cancer Center; all good indicators that things are moving forward, but we will continue to monitor this daily. In the past, there were budget work sessions scheduled and a 12-month budget presented and then changed in 3 months to reflect the reality of what is transpiring. Does the board want to continue with the work sessions, knowing that every quarter there will be a new forecast? Nathan is requesting the board provide input on what they would like to see.

### **FOUNDATION REPORT**

Ann Aksamit provided an update on Hospice to the Foundation board members. The Foundation is funding a family room and a patient room for respite care. Hospice has requested funds from the Foundation for furnishings to help with the project.

The Foundation is meeting with nursing staff and directors about the scholarship program. They are ready to review 30 applications requesting funds. Ada will keep the board advised.

The Foundation Golf Tournament will be Friday, July 5, 2019 at the Powder Horn. There has been great success with the corporate sponsorships; there is a new giving structure, so the sponsors are not just giving to one event but supporting the Foundation efforts throughout the year. Ada extended thanks to Jasmine Slater, the Volunteer Coordinator, for her assistance with this project.

The Sportsman Association Shootout is June 15, 2019. Ada will get the information out to the board members in case there is an interest in attending. The Sportsman’s Association has raised over \$10K over the years for the

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Foundation.

The Foundation is working on a planned giving event for June 18, 2016, from 5:00 pm – 6:30 pm. Invites will be coming shortly.

**BUILDING COMMITTEE REPORT**

There are currently three projects going on. The punch list for the Outpatient Center continues to be addressed; the parking lot landscaping for Dialysis and ED will be done when the weather permits; the generator arrived and the startup acceptance will be in the middle of June.

**OTHER BUSINESS**

None.

**EXECUTIVE SESSION**

Kevin Bailey moved to adjourn into Executive Session to discuss real estate and personnel. Gene Davis seconded the motion. Motion carried.

The Board reconvened into general session at 5:18 p.m. with action taken on credentialing matter. Please see the above Medical Staff Report.

**ADJOURNMENT**

With no further matters to come before the board, the meeting adjourned at 5:19 p.m.

Patty Forister, Recorder

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Shirley Coulter, Secretary