

**BOARD OF TRUSTEES  
MAY MEETING MINUTES  
WEDNESDAY, MAY 30, 2018 4:00 P.M.**

**MEMBERS PRESENT:** Kevin Bailey, Gene Davis, Shirley Coulter, Ron Mischke, David Smith,  
Dr. Tim Scott

**MEMBERS ABSENT:** Dixie See

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

**CALL MEETING TO ORDER**

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

**APPROVAL OF AGENDA and MINUTES**

Request was made to move the Foundation report up to the beginning of the meeting for special announcements. Gene Davis motioned to approve the May agenda as amended. Shirley seconded the motion. Motion carried.

The minutes from the April board meeting held on Wednesday, May 2, 2018 were reviewed. Dr. Scott moved to approve the minutes as presented. David Smith seconded the motion. Motion carried.

**OLD BUSINESS**

None.

**PUBLIC COMMENTS, INTRODUCTIONS**

Guests were present and introduced during the Foundation Report by Cody Sinclair and Ada Kirven.

**FOUNDATION REPORT**

The Sheridan Memorial Hospital Foundation announced the \$1.6 million MRI Campaign is now completed thanks to philanthropy and the generosity of this community. This project has a tremendous impact on patient care with 2,500 scans annually. The Vernon and Rowena Griffith Foundation, community members, other family foundations, as well as 430 employees through The Foundation's Employee Partner Program all helped to fund this project. The new suite will open in June 2018; once completed it will dramatically improve our patients' experience in terms of comfort, speed, and sound. Griffith Foundation Board Member Ron Destefano was introduced by Cody Sinclair and he commented how proud they were to be a partner with The Foundation and Hospital on so many outstanding projects over the past 40 years. The Griffith board has a great respect for both organizations and they continue to look forward to the future and ability to support outstanding medical care and facilities for our community.

Cody Sinclair spoke of the successful Planned Giving event held May 10<sup>th</sup> at the Gould Street office. Thirty-eight individuals were in attendance. Mike presented as well as a panel of community leaders and stories by donors.

Ada Kirven presented information regarding the Nursing Scholarship Endowment and its success since 2001 with \$275,000 in scholarships awarded. This year there were over 30 employee applicants. The Cato Endowed Clinical Nursing Scholarship was awarded to Kimberlee Gilbert, NP who plans to complete an advanced degree as an Acute Care Nurse Practitioner. There were also 4 Associates Degree RN awards, 10 Bachelor Degree RN awards, 3 Graduate level RN awards and the Cath Lab and ICU received funding towards further education for department staff training. Overall gifting was nearly \$41,000.

Ada also mentioned grant funding to Sheridan Memorial Hospital by the Foundation for the current fiscal year through May 31 totals just over \$900,000. Funding has been distributed for the MRI project, Wound Care, Auxiliary Projects, Welch Cancer Center, Diabetes Education, Dialysis, Hospice, Pediatrics, Clinical Scholarships, and Intensive Care Unit.

The Foundation Golf Tournament registration is filling up which will be held Friday, July 6<sup>th</sup> at the Powder Horn Golf Club. Ada mentioned there are approximately 520 opportunities for \$10,000 winnings this year with 4 Hole In Ones! Rita Rohrbaugh, Sheridan Memorial Hospital Foundation Board member, was also introduced. Rita is an involved board member and is currently serving as secretary, participated in the nursing scholarship awards, as well as working on the golf tournament.

### **QUALITY COMMITTEE REPORT**

Special introduction of the new Chief Quality Officer, Barb Hespen, was made by Dr. Addlesperger. Barb comes from Pierre, SD with over 32 years as an RN. She has experience in quality and as a Chief Nursing Officer and joins her daughter, grandchildren, and family here in Sheridan.

Also, recognized was Bridgette Baker who will be leaving her role as Quality Director to transition back to women's health at Sheridan Women's Clinic, effective June 4, 2018. She has enjoyed her 2 years as Director and learned a lot, excited to now share with her patients again as a Nurse Practitioner. Dr. Addlesperger noted all the front line improvements Bridgette worked on and her assistance with achieving the Hospital's 4 star rating this year.

Dr. Addlesperger will hand off the Quality reports, starting next Board meeting, to Barb and noted the following items discussed at today's Quality Council meeting. Review of Restraint and Seclusion data, mental health data, readmissions, and core measures to include sepsis were made. Our HCHAPS score is around 84%. As will be official in July, SMH achieved a 4 star rating and the council dove into the data behind this achievement to include safety and improved mortality scores for the Hospital.

Also noted in regards to the Joint Commission was that after appeals and communication following the survey in May, the Joint Commission reviewed all "condition level" findings which were then reduced to "standard level" findings. This means that these findings need to be corrected, but do not require a follow up 45 day survey. This is very exciting news and further solidifies the success of the survey.

### **MEDICAL STAFF REPORT**

Dr. Ian Hunter, Chief of Staff, noted that the Quarterly Medical Staff meeting will be held Tuesday, June 12, 2018 at 6pm in Conf Rooms A&B.

### **ADMINISTRATION REPORT**

Lean Update – Lean has gone through two value stream analyses – Big Horn Mountain Medicine (BHMM) and Revenue Cycle (RC). The BHMM group participated in a Rapid Improvement Event (RIE) the week of May 7<sup>th</sup>. Live video report-outs from the event will be available to the Board members to view in addition to future reports from the upcoming RIE that the Revenue Cycle will hold the week of June 4<sup>th</sup>. The intent is to come away with solutions to implement in the practice pertaining to improved efficiencies for increased patient access and standardized methodologies. Dr. Ian Hunter summarized his experience with the BHMM RIE and the success he felt it brought. Nathan Stutte also noted his anticipation of his staff for the Revenue Cycle RIE next week that will focus on the pre-registration and patient entry processes. Mike noted that even though these processes focus around paper and indirect care sometimes, they directly affect the experience of the patient in the overall picture. Many thanks again to the Board and Leadership to allow this Lean journey to continue.

CNO Update –From over 20 candidate applications, 3 onsite interviews have occurred this past week with nurse leaders, physicians, and leadership. They continue to go through rating-ranking process and will update as decisions are made.

Master Planning – Mike will schedule meetings with the Board members and medical staff to present the draft document created by CTA engineers. The master plan incorporates all current and future needs of the main campus site and facilities. Leadership feels this is a well thought-out and robust plan to work from.

Branding/Signage Changes - Marketing and Leadership have been working with community member focus groups to receive feedback on what improvements are needed to make the campus more consistent with easier

wayfinding. With the new medical office building nearing completion, there will be new signage and branding consistent with the whole campus and clinics. Mike has been working with the medical staff to receive their input regarding their office practices. The goal will be to have one unique, cohesive look and feel for Sheridan Memorial Hospital.

### **FINANCE COMMITTEE REPORT**

Financial Statements – While overall gross charges exceeding expectations by \$1.1M or 7.1%, the mix of patients did not allow any of that to flow through to operating margins. Gross margins are on pace to be equal to or just slightly less than the third quarter. The hospital continues to show poor payer mix that has an adverse effect on overall reimbursement. Overall, Medicare activity increased, while total commercial activity declined. Uninsured patient activity was at its highest level this year.

### **BUILDING COMMITTEE REPORT**

The MAC expansion is going as planned. There was a Mason's ceremony held May 19<sup>th</sup> at the Medical Arts Complex atrium to provide a cornerstone and time capsule for the construction site.

The MRI was delivered on May 22<sup>nd</sup> and is now in place in the newly remodeled suite of the hospital near Radiology.

There is a bid out for the Emergency Department and Medical Arts Complex parking lot. Final action will come to Board next meeting.

### **OTHER BUSINESS**

None.

### **EXECUTIVE SESSION**

Kevin Bailey moved to adjourn into Executive Session at 4:55 p.m. after a short recess to discuss personnel. David Smith seconded the motion. Motion carried.

The Board reconvened into general session at 5:15 p.m. No action taken.

### **ADJOURNMENT**

With no further matters to come before the board, the meeting adjourned at 5:15 p.m.

Amy Ligocki, Recorder

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Shirley Coulter, Secretary