

**BOARD OF TRUSTEES
MAY MEETING MINUTES
WEDNESDAY, May 31, 2017 4:00 P.M.**

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

MEMBERS ABSENT:

Others Present: Mike McCafferty and Dr. Ian Hunter

CALL MEETING TO ORDER

Kevin Bailey, Chairman, called the meeting to order at 4:01 p.m.

PUBLIC COMMENTS, INTRODUCTIONS

Nathan Stutte, CFO introduced Charles Burgess, Director of Finance and Supply Chain. Charles was a senior portfolio manager at Frontier Asset Management prior to his start with the hospital on May 8th.

Amy Ligocki, Medical Staff Manager introduced Anna Crabb, a college student interested in hospital administration. Anna did a clinical rotation at the hospital with the PACE program while in high school and has an interest in what it takes to run a hospital.

Lynn Custis introduced Matt Meiring, a second year law student. Matt will intern at the hospital, helping Tom Klepperich and Lynn Custis with various projects.

A welcome was extended to all.

APPROVAL OF AGENDA and MINUTES

The agenda for the May Board of Trustees meeting was available for review. Gene Davis moved to approve the agenda. Dr. Scott seconded the motion. Motion carried.

The minutes from the April board meeting held on April 26, 2017 were reviewed. David Smith moved to approve the minutes with the reference of time (5:07pm) when the board adjourned into executive session. Dixie See seconded the motion with the amendment. Motion carried.

OLD BUSINESS

None.

QUALITY COMMITTEE REPORT

The Quality Committee reviewed information on results and the trends are positive. There was a review of the readmission rates. SMH has been under the national average for the last 5 months. Reliable processes such as patient call backs and making appointments for patients are proving to be successful. The committee approved the Quality Council Charter with no changes from last year.

The Quality Committee reviewed the results on the HSOPS (Hospital Survey on Patient Safety Culture) survey for the hospital. There was an additional survey for the medical office practices in order to get

specific feedback as to the clinic functions. The survey is conducted every 18 months and this is the fourth time the hospital has participated in this survey; this is the first time a survey was done specific to the clinics. There was a 95% participation rate within the hospital. The survey addresses twelve domains, and we improved in every domain. All domains were in the 90th percentile when compared to other hospitals in the country. The Quality Committee will provide a slide presentation to the board when the clinic results are obtained and both hospital and clinic results will be presented.

Reports being obtained from Cerner have been beneficial to practitioners being able to view “real time” data when treating their patients. Being able to look at cleaner data quickly helps with our compliance rates. The quality team is very engaged, and the information coming from Cerner is understandable and meaningful.

MEDICAL STAFF REPORT

Dr. Hunter had no report at this time and there are no credentialing matters to discuss. Dr. Hunter extended a reminder of the Quarterly Medical Staff meeting to be held on Tuesday, June 13th. All board members are welcome to attend.

ADMINISTRATION REPORT

HSOPS – the hospital is holding employee forums to share the survey results with staff. As stated above, the information will be presented to the board once we have the clinic results as well.

Top 20 Rural Hospitals – the hospital has received this recognition from NRHA (National Rural Health Association). Leadership is researching where NRHA is pulling their data from and the age of the data. We want to make sure we understand their metrics and are confident in the information before accepting such an award.

Compliance Officer – We have been interviewing for a compliance officer and have selected Collee Everett, currently with Kaiser in Washington. She will be starting at the hospital on August 7th. The hospital did a national search, and we had multiple candidates from across the country. The top three candidates were brought on site to interview with board participation. The candidates brought good skills in different areas.

Trustee Education – Mike McCafferty and Kevin Bailey attended the CEO/Trustee education in Casper last month. Thank you was extended to Kevin for speaking in place of Ron Mischke. There was a good program on board governance. The Best on Board program (on-line training) is back and beneficial for new board members. Board members interested are to let Administration know to get signed up. There is a second module on quality that will be reviewed to see if it is at a board level. This will be of benefit to the Foundation board members as well. We are working with a group for a state wide price instead of per institution.

Anesthesia – Mike McCafferty is working with the anesthesia group to provide continued service for the hospital. A five (5) year agreement is being reviewed by the hospital and the anesthesia group.

Wound Care Symposium – Charlotte Mather, CNO mentioned that the annual Wound Care Symposium will be in Sheridan next week, June 7th – June 9th. There are great national speakers and

resources for this symposium. Marta Ostler in Wound Care has been the driver behind getting the symposium started and arranging for the speakers.

FINANCE COMMITTEE REPORT

Gene Davis wanted the board to note the graph in the board packet pertaining to contract labor, as there has been a drastic reduction in contract labor costs in the last year. The board will be receiving an invitation to attend budget meetings for FY2018 review in the coming weeks.

The hospital had a reduction in volumes in April, and the trend is reversing itself in May. Costs are up due to chemo drugs and also in professional fees resulting in a loss for the month.

FOUNDATION REPORT

Ada Kirven, Director of Donor Relations reports that the Welch Cancer Center Breast Boutique has served 20 women since opening the end of April. Ada read comments from a few of the women that have utilized the boutique. We are receiving great responses and will look to grow the program.

The Foundation golf tournament will be July 7th. Major sponsors this year include O'Dell Construction and Edward Jones. The funds raised will support the "Bridging the Gap" program. This is an emergency fund that assists patient in need with their transition following a hospital stay. This will ensure the patient is successful when leaving; whether they are in need of clothing, transportation, medicine, etc. We have had a great response and the hospital social workers are doing a great job.

The employee garden has 28 spots and things are starting to grow. Evie Ebzery's family came last weekend and worked in her garden outside the Welch Cancer Center. The hospital appreciates all of the work that goes into the garden area.

The board asked for the status on the Tomosynthesis mammography. The Foundation is working with the radiology team on pricing; with \$205K raised of approximately \$300K needed.

BUILDING COMMITTEE REPORT

The MAC Expansion is moving forward with the pouring of concrete for the footers and foundation. The contractors continue to have water issues from ground water and are dealing with mitigation issues in order to deliver a quality product. There is a new timeline in place due to the harsh winter conditions and wet spring. The new completion date will be end of summer 2018 with the Building Committee approving the new timeline. The committee closed the meeting with a tour of the MAC expansion construction area.

The Wound Care project will be moving forward now that approval has been received from the Wyoming State Department of Health.

OTHER BUSINESS

Kevin Bailey mentions once again his attendance at the CEO/Trustee Education conference in Casper. In sitting with other trustees from around the state and hearing about the issues their prospective

hospitals are facing, Kevin would like to thank the hospital staff and Mike McCafferty as our hospital is not dealing with the problems so many other hospitals are experiencing across the state.

Mike McCafferty thanked the board members, as our trustees understand how to be a board member and the complexities of health care. There are a lot of things going wrong in healthcare governance across the state, and a steady hand is important.

EXECUTIVE SESSION

Kevin Bailey moved to adjourn into Executive Session at 4:37 p.m. after a short recess to discuss personnel and real estate. Dr. Scott seconded the motion. Motion carried.

The Board reconvened into open session at 5:09 pm after discussions on real estate and personnel with no action taken.

ADJOURNMENT

With no further matters to come before the board, the meeting adjourned at 5:10 p.m.

Patty Forister, Recorder

Shirley Coulter, Secretary