

**BOARD OF TRUSTEES
SEPTEMBER MEETING MINUTES
WEDNESDAY, OCTOBER 3, 2018 4:00 P.M.**

MEMBERS PRESENT: Kevin Bailey, Gene Davis, Shirley Coulter, Ron Mischke, Andrea Mellinger and David Smith
MEMBERS ABSENT: Dr. Timothy Scott
Others Present: Dr. Ian Hunter and Mike McCafferty

CALL MEETING TO ORDER

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

APPROVAL OF AGENDA and MINUTES

The September board meeting agenda was reviewed. Gene Davis motioned to approve the agenda as presented. David Smith seconded the motion. Motion carried.

The minutes from the August board meeting held on Wednesday, August 29, 2018 were reviewed. David Smith moved to approve the minutes as presented. Ron Mischke seconded the motion. Motion carried.

OLD BUSINESS

None.

PUBLIC COMMENTS, INTRODUCTIONS

Dr. Hunter introduced Lindsay Capron, MD to the board. Dr. Capron is the newest OB/GYN physician joining Sheridan Women's Clinic. Dr. Capron and her husband are originally from Cody. She attended UW, completed the WWAMI program, and received her training in Ashville, NC. The board extended a warm welcome to Dr. Capron.

Mike McCafferty asked Lacey Johnson, Director of Nursing and Cathy Bealer, Director of Professional Services to present on a news article in the Sheridan Press. Sheridan hosted the Wyoming Nurses Association Summit annual meeting and conference, and Sheridan Memorial Hospital received the 2018 WNA Innovation Award. The hospital received the award for its Integrated Infusion Management System, which utilizes infusion pumps, patient-controlled analgesia pumps and alarms. This smart technology scans the information from the patient via the arm band medication code which programs the pumps and transmits the information into the patient chart documenting everything. We are the first hospital in the nation to have this technology. Kirsi Ludwig, Pharmacy Manager was instrumental in obtaining this technology.

Sheridan Memorial Hospital staff member, Tommi Ritterbusch, Manager of the Welch Cancer Center, was nominated and the recipient of the WNA's New Nurses for the Future Award. Tommi completed her nursing degree two year ago and is currently working on her Master's Degree.

Ryan Patterson from The Sheridan Press is attending, covering for Ashleigh Fox.

QUALITY COMMITTEE REPORT

The committee discussed incidents of restraints and seclusion for behavior health; there has only been one patient in the last 6 months. This decrease is attributed to increased resources, use of a LCSW (licensed clinical social worker) and de-escalation techniques. The committee will review quality measures to report in the coming year; reporting will continue on some measures due to regulatory requirements.

MEDICAL STAFF REPORT

The physician request listed below was reviewed and discussed in Executive Session. The board reconvened into general session with the following action taken:

Lindsay Capron, MD – has requested privileges as the new OB/GYN physician to join Sheridan Women's Clinic.

David Smith motioned to approve as presented. Shirley Coulter seconded the motion. Motion carried.

ADMINISTRATION REPORT

Board Governance Training - The Best on Board on-line series was reviewed. This on-line program has not been available for several years, but is once again being offered in affiliation with the Wyoming Hospital Association. Sheridan Memorial Hospital in partnership with the Greeley Company is offering a one-day governance training on Saturday, November 3rd. A number of trustees and Foundation board members have signed up along with others from around the State.

The County Commission of Sheridan in collaboration with the Wyoming County Commissioners Association and Community Development Education Initiative Team has produced a handbook for County appointed members. A copy has been given to each trustee for their review; this handbook will be available at the governance training on November 3rd as well. The trustees have a steep learning curve and a lot of information they need to know. The board members need ongoing education to be proficient in their leadership.

Recruitment Update – we are working on a structure to provide an acceptable level of support for the internal medicine practice. With all the changes in healthcare in the last decade, we are looking at healthcare with an integrated team based approach. We want the right people in the right places with the right expertise. With the retirement of some physicians in the community, we have hastened our continued growth and recruitment. We continue to network with student interns and residents through our affiliation with the Billings Clinic and have identified 6 potential recruits that will be available in the near future. We have access to interim physicians which allows us to provide the level of service needed. We will be increasing our internal medicine physicians from 8 to 10, and have a long-term recruitment plan. We are working to obtain another Emergency Department physician increasing the number to 6 ED physicians next year.

Community Impact Discussion – The cost of healthcare is expensive and we need to change the conversations from cost to quality and benefit; providing the data showing what the impact it has on the community and what is happening in order to provide quality healthcare to the community. There is an increased percentage of uncompensated care and bad debt. While our master plan does not show a large change in population, it shows an increase in the population of people over the age of 65, which impacts healthcare in the community and how the hospital is paid. We are working on a packet of information to share with our local and state legislators. Community hospitals are disappearing, and we need to be strong and have a regional presence.

2018-2019 Board Meeting Calendar – The meeting calendar for the board meetings was reviewed for the calendar year 2019. Gene Davis moved to approve the schedule as presented. Andrea Mellinger seconded the motion. Motion carried.

Strategy to Operations | Access Pillar – The hospital framework is built on 7 pillars – Access, People, Service, Safety, Quality, Finance and Growth. Access is how quickly and efficiently a patient can get in to see their provider. To retain patients, it is clinically important to provide care to our patients, improve patient satisfaction, and reduce financial implications; if the patient is dissatisfied, they may go elsewhere. Through our Lean processes, there is an improvement project around patient access. Metrics have been defined, reviewed and are tracked daily. Data has been reviewed, and changes have been made. Individual providers were looked at and how they move throughout the day. The closure of multiple practices in the community has forced us to grow our clinic, and the demand shows we are in need of additional internal medicine physicians. Lean management looks at the journey of the patient through our healthcare system; employees in the Lean program are coming up with solutions to solve any problems.

WHA Newsletter – Kevin Bailey mentioned that in a recent Wyoming Hospital Association newsletter, it was mentioned that Mike McCafferty was appointed Chairman of the WHA board for 2018/2019; congratulations were extended by all.

FINANCE

The hospital posted a minor operating gain for August built on increased volumes throughout the system. Issues still exist with 10% of the population being uninsured. The hospital will provide patient counseling and will get

more members involved in open enrollments. Cash flow for August is down. The hospital's biggest challenge currently is with Medicare and Medicaid.

FOUNDATION REPORT

The Foundation has filled all of their vacancies; Rob Johnson, Vicki Jorgenson and Richard Garber are now serving on the Foundation Board. An emeritus board member breakfast was held recently, and it will continue on a quarterly basis; challenges the hospital is facing and healthcare for the community were discussed.

Ada reminded everyone of the Link Partners in Pink on October 20th. The committee of volunteers are excited and doing great things. The sponsorships are above expectations, with Cloud Peak Energy, 609 Consulting, Born in a Barn, Hammer's Chevrolet, Emit, Flood Marketing, DA Davidson, and Mark and Tempe Murphy just to name a few. Thanks are also extended to Whitney Benefits, the City of Sheridan, and Kings Saddlery as well.

Jasmine Slater, Volunteer Coordinator, is reaching out to youth groups and the high school about breast cancer. Wyoming is still 48th in the nation for mammography. The Foundation wants to spread the word for people to get access to care sooner for better outcomes through diagnosis. \$660K has been raised in 10 years. Ada will have more to report next month.

BUILDING COMMITTEE REPORT

The Medical Arts Complex Expansion continues to proceed. The move of the stakeholders will be delayed due to concrete installation. The concrete contractor is overextended, and we are not getting our concrete in a timely manner; therefore, the parking lots have not been completed. Glazing on some of the windows is still needed. The first floor is done with testing and balancing complete. The move in date for the stakeholders has been cancelled and will be rescheduled when the building is ready and the internal medicine physicians are ready. The Medical Arts District Zoning was approved by the city, allowing the hospital to install the necessary signage on campus. The Building Committee has requested a reconciliation of the budget accounting for all of the PR's for additional changes, how it affected the contingency budget, and where we are with the final budget. This will be provided to the building committee and to the full board next month.

OTHER BUSINESS

None.

EXECUTIVE SESSION

Kevin Bailey moved to adjourn into Executive Session at 4:50 p.m. after a short recess to discuss legal and personnel. Gene Davis seconded the motion. Motion carried.

The Board reconvened into general session at 5:11 p.m. Please see above for action taken on Medical Staff Credentialing.

ADJOURNMENT

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

Patty Forister, Recorder

Shirley Coulter, Secretary