

**BOARD OF TRUSTEES
SEPTEMBER MEETING MINUTES
WEDNESDAY, SEPTEMBER 30, 2015 4:00 P.M.**

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

MEMBERS ABSENT: Gary Miller

Others Present: Mike McCafferty (via phone), Dr. Sara Smith

CALL MEETING TO ORDER

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

PUBLIC COMMENTS, INTRODUCTIONS

APPROVAL OF AGENDA and MINUTES

The agenda for the September Board of Trustees Meeting was available for review. David Smith made the motion to approve the September Board agenda. Ron Mischke seconded the motion. Motion carried.

The minutes from the August Board Meeting, held on August 26, 2015 were reviewed. Dixie See made a motion to approve the August Board meeting minutes. Gene Davis seconded the motion. Motion carried.

OLD BUSINESS

None.

QUALITY COMMITTEE REPORT

Ron Mischke introduced Stephanie Carberry, the New Quality Director, who comes to the hospital with a varied background in quality, nursing and working with TJC.

The Quality Committee approved policies today, which have been updated due to the CMS survey; reviewed data sets on audits for TJC and CMS. The committee agreed to take action on a recommendation on the executive summary for procedural improvement.

Hospital Survey on Patient Safety (HSOPS) will go out to all staff, not just those with direct patient care, on October 19, 2015. This is a measure of our cultural health. Managers have been provided a worksheet outlining all of the patient safety initiatives that have been implemented in the last 18 months (ie TeamSTEPPS, Daily Safety Brief, improved reporting systems & leadership rounds to name a few). The expectation is that the managers educate their staff on these patient safety initiatives so they can better understand the survey; with the result of receiving valid information back. We would like to see upwards of 90% participation of staff taking the survey.

MEDICAL STAFF REPORT

Privileges will be discussed in Executive Session. Dr. Sara Smith introduced Dr. Rebecca Thompson who is a new pathologist working with Drs. Doughty and Schreffler and Dr. Kris Schamber, a new internal medicine physician with BHMM. After review of credentials in Executive Session, David Smith made a motion to approve her request for Active staff membership and core anatomic and clinical pathology privileges. Shirley Coulter seconded the motion. Motion carried. Dr. Smith thanked Ron Mischke for attending the Quarterly Medical Staff meeting. Also thanks to Ron Mischke, Gene Davis and Shirley Coulter for attending the dinner to welcome the new physicians.

There will be physician leadership training through the Greeley Company on Saturday, November 21st at the Ucross Foundation Red Barn. All physicians will be encouraged to attend.

ADMINISTRATION REPORT

Patient Safety – Please see HSOPS under the Quality report; there is nothing further to add.

Patient Forums – In an effort to identify ways to provide a quality experience for our patients, we have invited community members who have been in the hospital, to a round table discussion to receive their in depth feedback on their experience. Members of leadership and quality will be doing the forum with the community members. The information will be evaluated so we can identify where we can make improvements for our patients.

ICD-10 – the “go live” date is tomorrow 10/1/15. The software in Cerner is in place and finished, the codes are in place and dual coding has been going on, and final testing is in production. Support is available to the physicians in the hospital. There will be a command center in the IT training room for a few days to assist with any issues. The true test will be when the bills go out the door and we see what reimbursements we receive. We are still unsure of the readiness of the external companies, such as BC/BS. There will be no impact to the patients in the community on this change.

Hospital Primer Discussion – a power point with information was provided to the board on how our community hospital runs; an in-depth look at how SMH is different from other hospitals. The community should be proud of how we operate as a business; we have positioned ourselves to be competitive in pricing offering value of service to the consumer. SMH has provided \$44M in charity care and bad debt; our bottom line is pretty slim and our margins are 1% to 2% a year. We rely on the Sheridan community to help us grow. Mike will give this same presentation a couple more times to different community groups.

FINANCE COMMITTEE REPORT

Gene Davis introduced Nathan Stutte our new CFO, who came to SMH via WMC in Casper. Nathan states that despite the lack of financial support we do really well and SMH offers some of the most competitive pricing in the state. We are currently at a 1.3 % margin, gross revenue is strong and outpatient is strong. High contract labor costs are a result of labor shortages. SMH will continue to prepare and adjust for cash flow slow down as a result of ICD-10 implementation.

FOUNDATION REPORT –

Ada Kirven introduced Dave Nicolarsen, Foundation Chairman, who is here today to help celebrate this exciting day with the groundbreaking for the ICU update/expansion. This will make a huge impact on the hospital. Ada states that the golf tournament was a success and raised about \$15K to go toward the ICU project; she also reports that Mike McCafferty's primer presentation to a group of community members was well attended. Ada will help coordinate him speaking to different groups within the community as it is important for the community to understand how our hospital operates. Our projects aren't possible without the donations we receive from our community members.

BUILDING COMMITTEE REPORT

Dixie See, Building Committee Chair asked Rob Forister to report on the projects currently in progress.

The ICU project is on budget and on schedule. The contractor is on a tight schedule with 12 months to complete the project. The utilities have been moved and everything is going well.

The Medical Office Building (MOB) – there will be a work session in the next two weeks with the building committee members and the stakeholders involved. Decisions need to be made regarding the number of stories (2-3) and parking issue to be addressed.

The façade will be repaired yet this year.

MAC – Rob is working with an engineer and contractor and they are close to a design for the smoke evacuation system. A design should be approved within the next two weeks.

Parking lot – This project has already been approved by the Board and the bidding was opened and being reviewed. The good news is that the bids are coming in lower than anticipated.

OTHER BUSINESS

EXECUTIVE SESSION

With no further business, the meeting moved into closed session at 4:50 for discussion of real estate, legal and personnel. The meeting then reconvened into public session at 5:03pm. Please see above Medical Staff report for privileging actions.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 5:06 pm.

Recorder, Patty Forister

David Smith, Secretary