

**BOARD OF TRUSTEES  
SEPTEMBER MEETING MINUTES  
WEDNESDAY, OCTOBER 4, 2017 4:00 P.M.**

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

**MEMBERS ABSENT:** Dr. Tim Scott

**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**

None.

**APPROVAL OF AGENDA and MINUTES**

The agenda for the September Board of Trustees meeting was available for review. Ron Mischke moved to approve the agenda as presented. Gene Davis seconded the motion. Motion carried.

The minutes from the August board meeting held on August 30, 2017 were reviewed. Shirley Coulter moved to approve the minutes. Dixie See seconded the motion. Motion carried.

**OLD BUSINESS**

None.

**FOUNDATION REPORT**

The Foundation Staff and the Link Partners in Pink Committee members, (Sandra Thayer, Mary Kay Liggett, Jill Warejcka, Meredith Sopko, Jennifer Destafano, and Ada Kirven) presented a check to the hospital in the amount of \$221,685 to update the digital mammography equipment to 3D Tomosynthesis equipment. Accepting on behalf of the hospital is Stephanie Williams and Chris Bilyeu from Radiology. The Link Partners in Pink event began 9 years ago and continues to receive community support and participation. Over \$600K has been raised by this event. The committee members have extended their outreach to the high schools and college to raise awareness with education and early detection. There will be bingo at Black Tooth Brewery next week with proceeds going to The Link; individuals can register at that time as well. The Link Partners in Pink will have the run/walk event on Saturday, October 21<sup>st</sup>, and all are encouraged to register and attend.

**QUALITY COMMITTEE REPORT**

Data elements on the quality calendar were reviewed and there are no serious concerns at this time. The dashboard list utilized by safety and quality was reviewed and discussed, as well as specific HCAHP scores. A draft of the performance improvement plan was presented; the committee and hospital leadership will be asked to review and provide feedback next month. The medical staff physicians are talking about Lean concepts. The committee also discussed Lean transformation and strategic planning. Patient safety and quality and obtaining the metric around it, continues to be the main focus.

**MEDICAL STAFF REPORT**

Dr. Hunter had no report at this time other than credentialing matters to discuss in Executive Session. After review and discussion in Executive Session, the following action was taken:

Matthew Moog, MD, is requesting new medical staff privileges. Dr. Moog will join Big Horn Anesthesiology Associates to assist in providing anesthesia services for the Sheridan community. David Smith motioned to approve. Ron Mischke seconded the motion. Motion carried.

Sierra Gross, MD is requesting full staff privileges working with the internists at Big Horn Mountain Medicine and the Hospitalist team. Gene Davis moved to approve. David Smith seconded the motion. Motion carried.

James Ulibarri, MD is requesting reinstatement of medical staff privileges upon his return to the Sheridan community, providing orthopedic spine surgery. Gene Davis moved to approve. David Smith seconded the motion. Motion carried.

Nina Beach, FNP-C is requesting additional medical staff privileges for bone marrow aspirations/biopsies. Dixie See moved to approve. David Smith seconded the motion. Motion carried.

### **ADMINISTRATION REPORT**

Resolution - Hospital Affiliates - Mike McCafferty presented a Resolution Enacting Professional Courtesy Policy to the board for their consideration. The purpose is to have a methodology and process for professional courtesy in alignment with the organization. Current employees receive a discount for hospital services; this same practice via the resolution would be extended to the physicians in the community along with their immediate family members and office staff, as well as hospital volunteers. Tom Klepperich, staff attorney, went through the Stark Laws and Anti-Kickback in the Federal Registry to make sure the hospital is following the correct protocols, pursuant by written policy and board approval. Ron Mischke moved to approve the resolution presented. David Smith seconded the motion. Motion carried.

Strategic Planning – Letters to all community physicians, the Board of Trustees, and hospital leaders were mailed today regarding strategic planning meetings offered on October 17, 18 and 24 at 6:00 pm at the Powder Horn. Mike asked that everyone respond to which date works best for them. The dinner will be used to go over what is on the horizon for the community with healthcare and present on hospital branding and master planning.

Master Plan – CTA is close to providing the final draft of the master plan. The plan is specific to the growth of the campus location. There are inefficiencies in the way we do business on the patient wing, the future growth of the Transitional Care Unit and where to take care of, and the best way to care for the Title 25 patients. The master plan from CTA will be presented to the entire board for discussion and to weigh in on the opportunities presented.

Operational Planning – the hospital is at the mid-point in our strategic plan and near the end of our operational plan. The new plan will look at performance from finance, improvement to safety and patient care, and look at different ways to implement these plans. Mike McCafferty, Dr. Addlesperger, and Nyle Morgan will be attending symposium next week on Lean transformation and implementation. We will continue to look at other individuals and organizations for tools to improve our culture.

Flu Shots – Flu shot clinics are ongoing with the flu season running October thru March. The campaign is targeting employees, the school district, and the mines. There will be a clinic for volunteers on November 8<sup>th</sup>, which the board is welcome to attend. The flu vaccine is also available at BHMM, Sheridan Women’s Clinic, and Urgent Care. If you need a shot at a different time, please contact Sue Goodell in Employee Health.

#### **FINANCE COMMITTEE REPORT**

August experienced softer volumes, although there was a slight increase in the emergency department and surgical services. There is a general slowness across the State; Gillette and Casper had the same experience. September will follow suit as August. Expenses are well controlled. Leadership will spend time to make adjustments and adapt as needed to generate a cash flow.

MRI Replacement – the current MRI is 12 years old. Replacement of the machine has been discussed in the Finance Committee and the Building Committee. The cost to replace the existing unit with a technology upgrade potential is approximately \$1.3M. The Committee proposes and recommends that the \$1.8M budget remain in place and a time frame to begin construction for the placement of the MRI to occur in January or February of 2018. Gene Davis moved to approve the \$1.8M budget. Dixie See seconded the motion. Motion carried.

#### **BUILDING COMMITTEE REPORT**

The Wound Care project has received the final inspection from the State Department of Health. The deficiencies identified have been corrected and the staff can proceed with moving into the space. We will provide education to the patients and community about the new location. The MAC Expansion is moving along and the steel work is ahead of schedule and can enclose the building before winter. The road access from Highland to the back parking lot will be available by November 3<sup>rd</sup>.

#### **OTHER BUSINESS**

##### **EXECUTIVE SESSION**


Kevin Bailey moved to adjourn into Executive Session at 4:40 p.m. after a short recess to discuss personnel and real estate. David Smith seconded the motion. Motion carried.

The Board reconvened into open session at 5:08 p.m. after discussions on real estate and personnel. Please see the above Medical Staff Report for action taken on personnel.

##### **ADJOURNMENT**

With no further matters to come before the board, the meeting adjourned at 5:09 p.m.

Patty Forister, Recorder

  
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Shirley Coulter, Secretary

