

**SHERIDAN MEMORIAL HOSPITAL
BOARD OF TRUSTEES
SPECIAL WORK SESSION MINUTES
Tuesday, April 17, 2012**

Conference Room B

5:30-7:30 p.m.

MEMBERS PRESENT: Ron Mischke, Gene Davis, Kevin Bailey, Dixie See, Gary Miller, and Dr. Michael Strahan

MEMBERS ABSENT: None

Others Present: Mike McCafferty, CEO, Charlotte Mather, CNO, Len Gross, HR Director, Nyle Morgan, CIO, and Ed Johlman, CFO

CALL MEETING TO ORDER

The work session was called to order at 5:30 p.m. by Chairman Ron Mischke.

Mr. McCafferty and Charlotte Mather held a discussion with the Board Members regarding the CMS and State Hospital validation survey that was conducted March 19-22, 2012. Mr. McCafferty shared details regarding elements of the plan of correction. Many of the items are in relation to streamlining quality processes within all areas of the organization.

Mrs. Mather spoke to positive initiatives to implement a communication infrastructure throughout the organization so information from all departments is shared with other departments, with the administration and to the Board of Trustees in a consistent manner. A structured reporting system will be in place for each department to report to Quality Council and the Board on a rotating monthly basis. All staff will be informed of the reporting structure so that any concerns, issues, or quality trends can be reported and fixed as soon as possible.

Dr. Strahan noted the importance of having a structured reporting system outlined for staff to guide them if and when concerns arise within their department.

Mr. McCafferty shared with the group that Medical Staff education meetings have been held regarding the State plan of correction with the Anesthesiologists on April 12, 2012 with Drs. Hanebrink and Schultz and on April 19, 2012 with Drs. Tobi, Smith, Hanebrink, and Rains. Also, Mike McCafferty and Charlotte Mather will hold an educational session for all interested physicians to review the Survey results and plan of correction Thursday, April 26, 2012 at 7:30 a.m. or 12:00 noon.

The Quality Council will meet as well on Thursday, April 26, 2012 at 5:00 p.m. to review State plan of correction items and to discuss the future of the Quality Department leadership and structure with members of the Quality Department and Leadership invited.

In addition, Mr. McCafferty discussed with the Board of Trustees details regarding the future Medical Office Building. Specific discussion regarding the size, tenants and financing

opportunities was held. Further research will be conducted to outline all specific financing details that the Board will be kept apprised of.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 7:30 p.m.

Michael Strahan, M.D., Secretary