



**BOARD OF TRUSTEES
JANUARY MEETING MINUTES
WEDNESDAY, FEBRUARY 5, 2020 4:00 P.M.**

MEMBERS PRESENT: David Smith, Gene Davis, Kevin Bailey, Joe Wright, Dr. Timothy Scott, Shirley Coulter, and Andrea Mellinger

MEMBERS ABSENT:

Others Present: Mike McCafferty

CALL MEETING TO ORDER

David Smith, Chairman, called the meeting to order at 4:02 p.m.

PUBLIC COMMENTS, INTRODUCTIONS

None.

APPROVAL OF AGENDA and MINUTES

The January board meeting agenda was reviewed and amended to reflect the Audiology Capital Request, under the Finance Committee Report, will be delayed until next month. Additionally under the Building Committee Report, the Urgent Care is information only, and no action is necessary. Dr. Scott motioned to approve the amended agenda. Kevin Bailey seconded the motion. Motion carried.

The minutes from the December board meeting held on Wednesday, January 8, 2020 were reviewed. Shirley Coulter moved to approve the minutes as written. Gene Davis seconded the motion. Motion carried.

OLD BUSINESS

None.

QUALITY COMMITTEE REPORT

Metrics were reviewed with no major findings. The review of the medication safety events showed that there is an opportunity to collect more data. Pharmacy and nursing will have a different reporting structure relevant to the additional data collected. Processes are being followed pertaining to blood transfusion and blood products. The flu vaccination goal of 91% has been met. Additional reporting will be forthcoming on high risk patient identification processes. The Quality Committee reviewed the annual report for Home Care and Hospice, with great results. The Quality Plan review and approval has been deferred until the next meeting due to time constraints.

MEDICAL STAFF REPORT

No report this month.

ADMINISTRATION REPORT

WHA Trustee Council – former Sheridan Memorial Hospital board chairman and trustee, Ron Mischke was invited to present before this board relevant to his time on the Wyoming Hospital Association’s Trustee Council. The Wyoming Hospital Association has contacted Sheridan Memorial Hospital about having another one of our board members on the council, which is a huge testament to Ron and the impact he made during his tenure as a member of the council and as the chairman.

Ron stated that SMH trustees present themselves differently than other hospitals. Ron related that hospitals around the state have very diverse environments in which some members are elected and the board is very political. Being on the Trustee Council allows you to get to know board members across the state, offering a different outlook, and positively impacting healthcare around the state. Healthcare and running a hospital is constantly changing. Being on the council enhances what you do as a board member, continually going through education in governance, which

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can be brought back to this body to perform at a higher level. Ron would like to encourage a current member of the board to consider being a part of this council.

Physician Recruitment Update

Emergency Department – Dr. Nickerson has left the Emergency Department to fill the role of Medical Director for Urgent Care and Occupational Health, while working solely in Urgent Care. With this change, there is an opening for another physician in the Emergency Department. The hospital has utilized locums to cover shifts while recruiting for an emergency department physician to employ. The two locum physicians we have been utilizing expressed an interest in working directly with the hospital instead of through a locums company, although not as employees of the hospital, but as independent contractors while the recruitment process continues. Dr. John Murray and Dr. Keith Borg have contracted with us specifically for a yearlong engagement. Both physicians have received great feedback from patients, the other emergency department physicians, and staff. This will allow for a stable force in the ED and flexibility with scheduling while we continue to recruit. We will evaluate where we are at in a year's time.

OB/GYN – Mike has talked with Dr. Elisabeth Scalva, an OB/GYN from Colorado who will be coming in March to look at our program, the hospital, and the Women's Clinic. Dr. Scalva was a classmate of and trained with Dr. Lindsay Capron. Dr. Scalva and her husband will be in Sheridan March 6, 2020.

Safety Pillar - Barb Hesper, CNO provided an update on the work being done on the Safety Pillar. Last year, the goal was to reduce inpatient falls to zero by the end of the year. In the data collected, it was evident that the falls were happening when the patient made a trip to and from the bathroom. Interventions were put into place and implemented in August of 2019. There have been no injuries since that time. There have been a couple of falls, but no related injuries.

We have completed this initiative and can move forward to another one. The team will now begin work on the health safety culture as follows:

1. The reimplementation of TeamSTEPPS: TeamSTEPPS offers strategies and tools to enhance performance and ensure patient safety.
2. Infrastructure, reporting, and response: How we do the daily safety brief and steps taken with a safety event.

Mike will share a pillar with the board each month; additionally taking the members during the board meeting to mission control and to view a value stream as well. We are halfway through our engagement with Simpler and there is a lot of momentum going forward.

FINANCE

Organizationally, we did not meet the operating margin for the quarter. However, gross revenues have improved. We have seen an improvement in the payer mix; there are more commercial payers and a decline with the uninsured in the last quarter. We have experienced 3 months of increased utilization by the VA. Nathan Stutte, CFO is pleased with the expense controls in place as we continue to move forward.

FOUNDATION REPORT

Ada Kirven, Director of Donor Relations invited the board to a celebratory breakfast on Tuesday, February 9th from 7 am – 9 am to celebrate the completion of Project Heartbeat.

Jasmine Slater, Development Coordinator, invited the board to the annual Auxiliary luncheon on Friday, February 7th at 11:30 am. The Auxiliary will present their gift to the Foundation, which will fund multiple projects. Please let



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Jasmine know if you can attend.

BUILDING COMMITTEE REPORT

The Building Committee discussed the move of Urgent Care and Occupational Health to Burton Street, in which the minor construction and equipment needs associated with that move were approved by the Building Committee. The remodeling/construction costs will come from the operational budget, and the equipment purchases will be funded through the discretionary fund.

The Burton Street location will allow for continued growth of Urgent Care. Occupational Health in the same location makes sense as Dr. Nickerson is the Medical Director over both service lines.

OTHER BUSINESS

None.

EXECUTIVE SESSION

David Smith moved to adjourn into Executive Session at 4:36 pm after a short recess to discuss personnel and real estate. Kevin Bailey seconded the motion. Motion carried.

The Board reconvened into general session at 5:15 p.m. with no action taken.

ADJOURNMENT

With no further matters to come before the board, the meeting adjourned at 5:15 p.m.

Patty Forister, Recorder

Shirley Coulter, Secretary