



**BOARD OF TRUSTEES  
MARCH MEETING MINUTES  
WEDNESDAY, MARCH 31, 2021 4:00 P.M.**

**MEMBERS PRESENT:** David Smith, Andrea Mellinger, Shirley Coulter, Joe Wright, Dr. Timothy Scott, and Gene Davis  
**MEMBERS ABSENT:** Kevin Bailey  
**OTHERS PRESENT:** Mike McCafferty, Dr. John Addlesperger, and Dr. Shaun Gonda

**CALL MEETING TO ORDER**

David Smith, Chairman, called the meeting to order at 4:01 p.m. The board is meeting in person, practicing social distancing and mask usage. The conference line is open for all others to attend via phone due to COVID-19.

**PUBLIC COMMENTS, INTRODUCTIONS**

Pat Blair from Sheridan Media made it known that she is on the call this afternoon.

**APPROVAL OF AGENDA AND MINUTES**

The March board meeting agenda was reviewed. Dr. Scott moved to approve the agenda as presented. Gene Davis seconded the motion. Motion carried.

The minutes from the February board meeting held on Wednesday, March 3, 2021 were reviewed. Joe Wright motioned to approve the minutes as presented. Shirley Coulter seconded the motion. Motion carried.

**QUALITY COMMITTEE REPORT**

The Quality Committee met this afternoon and reviewed a number of items. Restraints and seclusion documentation was reviewed, showing 100% compliance of elements in February. Blood transfusion reactions reviewed showed 90-100% compliance after go-live education to the new blood transfusion processes. Our 30-day readmission rate is below national average; in the 6%-7% range. There was a slight increase in January due to COVID-19 readmissions. Employee injuries were reviewed for the period of September 2020 through March 2021. There was only one employee fall in 2020. The Quality Council reviewed and approved the Environment of Care Plans for 2021, which include the Safety Management Plan, Hazardous Materials Management Plan, Medical Equipment Management Plan, Security Management Plan, and Utility Systems Management Plan.

**MEDICAL STAFF REPORT**

There is nothing to report at this time other than to address credentialing matters in Executive Session.

Dr. Gonda, on behalf of the Medical Executive Committee and the Credentials Committee, presented the following Medical Staff Renewals for consideration. There are no concerns noted.

**MEDICAL STAFF RENEWALS (ACTION)**

Name	Category	Specialty	Renewal Date	Affiliated Organization
Chris Bilyeu, R.T. (R) (ARRT), RPA	Advanced Practice Clinician-Physician Assistant	Radiology	4/1/2023	Sheridan Memorial Hospital
Kelly Lieb, MPAS, PA-C	Advanced Practice Clinician-Physician Assistant	Emergency Medicine	5/8/2023	Sheridan Memorial Hospital

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Dr. Scott moved to accept the renewals of Chris Bilyeu and Kelly Lieb as presented. Joe Wright seconded the motion. Motion carried.

### **ADMINISTRATION REPORT**

Legislative Update – Mike reports that there are numerous bills in the legislature and he will send the board an update on the current progress of each bill that apply to Sheridan Memorial Hospital. There are multiple bills relative to the pandemic and some do not apply to the hospital.

SLIB Update – We have completed the two projects identified in our funding request to the State Loan and Investment Board, and have received payment in full. A total of \$900K was utilized for the 2<sup>nd</sup> and 3<sup>rd</sup> floor infrastructure and \$600K for the basement HVAC system, resulting in \$1.5M that was requested but not expended on the projects. Funds not utilized will be going back to the SLIB or the governor's office for other needs within the State. This is outlined in two bills going before the legislature. In preparation of this, we will look at our projects and put together information for the SLIB and governor's office on how continuation of the projects is a benefit for healthcare in our community and for Wyoming and requesting a continuation of funds so they are not utilized elsewhere. Mike will share more details with the board via email.

Strategic Plan – Mike will provide information to the board in the next couple of weeks on a four-year strategic and deployment plan. The work being done with the group Catalysis, will include board governance and leadership training in Lean. This will provide the board an opportunity to see the work being done across the hospital and the impact on patient care. We will look for opportunities that make sense for board participation.

COVID-19 Update – Dr. Addlesperger reported that there is an uptick in COVID cases with 15 active cases in the community. This was anticipated due to spring break. The state, overall, has an increase in the number of outbreaks. The vaccination roll out has slowed down, but there is an adequate supply of the vaccine. We have given 9200 doses of the vaccination; the VA has given approximately 1,000 doses and County Health 2,000 doses. We are working with Public Health to stimulate vaccinations, reaching out to the schools to let them know that shots are available for those 16 years of age and older. Dr. Addlesperger is confident about our existing surge plan and the ability to ramp back up if a surge in cases were to happen. There have been no COVID-19 inpatients cases for weeks so no severe illness known in the community. We are starting to see the younger population come in for vaccinations. Data was just released from Pfizer on testing for kids as young as 12 years old.

### **FINANCE**

February had cash generated from operations. Cash on hand improved due to the payments received from SLIB. There was a minor capital outflow. There was some movement around the payer mix with third party dropping down and a shift to uninsured moving up a fraction. We are doing better from where we were for 2019 and 2018. Clinic levels have picked up in Women's Health, Rheumatology, and Urgent Care to name a few. Overall, the hospital is on par from last year. The Welch Cancer Center continues to see positive activity and a 15% volume increase from last year; charge activity is up 17% from last year. Last year, with COVID-19, we did not experience a lot of capital activity. Capital activity will pick up in the coming months as we refocus on project needs, emergency items, and equipment replacement.

Referenced in the board packet are two letters requesting equipment relevant to cardiology and the cath lab. Gene Davis, on behalf of the Finance Committee, made a motion to approach the Foundation for funding of a monitor and technology to update the cath lab in the amount of \$144,205.00 and a new EKG machine to be utilized for stress tests in the amount of \$112,550.10. The total amount of funding requested of the Foundation is approximately \$256,700.00. Andrea Mellinger seconded the motion. Motion carried.

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Nathan Stutte, Chief Financial Officer, is requesting a board resolution for approval and authorization to open a new account with First Interstate Bank, in which funds received and deposited from the Foundation for the TCU Expansion Project, will be transferred to the hospital's operational account as funds are consumed for this project. Once the Foundation is no longer receiving these gifts and the project has concluded, the account will be closed. David Smith moved to resolve that Nathan Stutte has been authorized and approved to open a new account at First Interstate Bank as discussed. Shirley Coulter seconded the motion. Motion carried.

### **FOUNDATION REPORT**

The TCU Expansion Project has received incredible response from the community. The HUB, County Commissioners, and other local clubs are invited to tour the second and third floors where the TCU will be located. There was a \$250K match in March that has been exceeded with gifts still being received. A thank you was extended to co-chairmen of the campaign, Richard Garber and Dr. Doughty, for getting the community connected and sharing their passion for this project. A community wide campaign pamphlet will be mailed in April to county residents.

There will be a meeting at the Tongue River Valley Community Center on April 13 relevant to the TCU Expansion with local residents. The board is welcome to attend and join in on the conversation. Tours of the expansion area continue every Wednesday from 2:00 pm – 4:30 pm.

Cody Sinclair, stated that \$3.35M has been raised, which is 76% of their goal.

### **BUILDING COMMITTEE REPORT**

There was no need for a meeting this month. Rob Forister gave a brief overview of the planning and design work that continues on the TCU project. There is work to be done with the Lean team on a Value Stream Analysis (VSA) on the future operation to ensure the design fits with the work that will done on the unit.

Mike has been meeting with stakeholders for the approval of the design of the locker room.

### **OTHER BUSINESS**

None.

### **EXECUTIVE SESSION**

David Smith motioned to move into Executive Session at 4:28 p.m. to address credentialing matters. Gene Davis seconded the motion. Motion Carried.

General session reconvened at 4:40 p.m. to address the medical staff credentialing. Please see above under the Medical Staff Report for action taken.

### **ADJOURNMENT**

With no further matters to come before the board, the meeting adjourned at 4:40 p.m.

Patty Forister, Recorder

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Shirley Coulter, Secretary