



**BOARD OF TRUSTEES
NOVEMBER MEETING MINUTES
WEDNESDAY, DECEMBER 1, 2021 4:00 P.M.**

MEMBERS PRESENT: Shirley Coulter, Andrea Mellinger, Joe Wright, Jenifer Shassetz (via phone), Gene Davis (via phone), and Ron Mischke

MEMBERS ABSENT: David Smith

OTHERS PRESENT: Mike McCafferty, Dr. John Addlesperger, Dr. Shaun Gonda (via phone), Barb Hesper, Holly Zajic, Nyle Morgan, Cathy Bealer, Amy Ligocki, Cody Sinclair, Liz Mahoney, Rob Forister, Jennifer Pfister, Tom Klepperich, Brent Maurhoff, Sharon Krueger, Dee Gilson, Pattie Vissher, James Mann (via phone), Margaret with the Sheridan Press

CALL MEETING TO ORDER

Shirley Coulter, Chairwoman, called the meeting to order at 4:00 p.m. The board is meeting in person, practicing social distancing and mask usage.

PUBLIC COMMENTS, INTRODUCTIONS

There are no introductions at this time.

APPROVAL OF AGENDA AND MINUTES

The November board meeting agenda was presented. Ron Mischke moved to approve the agenda. Andrea Mellinger seconded the motion. Motion carried.

The October board meeting minutes from Wednesday, October 27, 2021 were presented and Joe Wright motioned to approve the minutes. Ron Mischke seconded the motion. Motion carried.

QUALITY COMMITTEE REPORT

Cathy Bealer reported on the following:

- There was one visitor fall in the last reporting period, with no injuries reported; additionally, there were no security events to report either.
- Medication Errors – there were 18 medication related errors reported, in which 13 reached the patient with no harm.
- Adverse drug events were reviewed and there are no overall related trends.
- The hand hygiene goal of greater than 90% monthly was met.
- 30-Day readmissions data was reviewed. SMH is below the national average of 13%.
- SMH continues to do tracers and chart audits in preparation of the Joint Commission visit.

PATIENT EXPERIENCE COMMITTEE REPORT

The committee met, and NRC Picker scores were reviewed.

- Home Health and Hospice shined with their latest survey results.
- There is an opportunity to improve in outpatient surgery.
- The clinic scores were reviewed.
- The committee went to the Home Health Department to tour and speak with the employees.

MEDICAL STAFF REPORT

Credentialing to be done in Executive Session.

Dr. Gonda, on behalf of the Medical Executive Committee and the Credentials Committee recommends the

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following Medical Staff Initial Appointments and Renewals for board consideration.

MEDICAL STAFF INITIAL APPOINTMENTS (ACTION)

Name	Category	Specialty	Renewal Date	Affiliated Organization
Victoria Chase, MD	Consulting-No Admit w/o Active Physician cosign	OB/GYN Maternal & Fetal Medicine		St. Vincent's MFM (Billings, MT)
Emma Schmidt, PAC	Advanced Practice Clinician-Physician Assistant	Emergency Medicine		SMH Emergency Department

MEDICAL STAFF RENEWALS (ACTION)

Name	Category	Specialty	Renewal Date	Affiliated Organization
Melanie Kawulok, FNP-BC	Advanced Practice Clinician – Nurse Practitioner	SMH Urgent Care	12/02/2023	SMH Urgent Care
Jason Otto, PAC	Advanced Practice Clinician-Physician Assistant	Internal Medicine / Hospitalist	12/02/2023	SMH Internal Medicine & Hospitalist
Erin Strahan, MPAS, PA-C	Advanced Practice Clinician-Physician Assistant	Internal Medicine / Hospitalist	12/04/2023	SMH Internal Medicine & Hospitalist

Joe Wright moved to approve all medical staff initial appointments and renewals as presented. Andrea Mellinger seconded the motion. Motion carried.

ADMINISTRATION REPORT

2022 Board Meeting Calendar – The board was presented the meeting calendar for 2022 in which to adopt. Andrea Mellinger moved to approve the calendar for the coming year as presented. Joe Wright seconded the motion. Motion carried.

COVID-19 and Immunization Update – Dr. Addlesperger, CMO states the numbers are declining and the surge is slowing, as reflected in the hospitalization rates. There are currently 105 active cases where as a month ago, we were over 200 cases. The vaccination clinic saw 140 people today, with the majority receiving a booster shot. SMH will continue to offer the clinic as long as there is a need.

The new COVID-19 variant, Omicron, appears to be more transmissible, but people are not getting as sick. Healthcare is in the same position as before, with a “wait and see” response, until the data is collected to understand this variant, how it affects individuals, and if the current vaccine will offer any protection against it.

The pediatricians have begun to vaccinate children between the ages of five and 11 years old. Dr. Gonda indicated that Northeast Wyoming Pediatric Associates (NEWPA) have done 288 vaccinations to date.

CMS Emergency Regulation Update – Several weeks ago staff was informed of the Centers for Medicare and Medicaid’s (CMS) vaccine mandate for all healthcare facilities receiving CMS funding. Although SMH supports our staff’s personal choice, the decision was made to comply with the mandate. To not comply would hold huge implications to the mission, ability to take care of our patients, and the welfare of the community. SMH has a policy

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in place to ensure compliance with the CMS mandate, unless an employee has a medical or religious exemption. In the past week, an injunction was filed, and the policy has been suspended; however, the timeframe of addressing the injunction is unclear. Prior to the injunction, some staff resigned and some who had plans to resign.

FINANCE

The month of October had a dramatic drop in days of cash on hand, but did not follow operational performance. The largest factor in the decline of cash was a decline in revenue cycle performance, due to staffing challenges creating a bottleneck in the process. The payer mix for the month was positive with commercial business tracking above last year, but slightly behind two years ago. Total gross charges just missed August's record high by 1.0%.

Surgery is up year over year, even with limited surgery procedures due to a high COVID census. Of the 47 revenue generating departments in the hospital, only 10 did not show year over year growth.

The Welch Cancer Center (WCC) continues to do well and there is growth in the clinics. Urgent Care volume levels are up 300% due to the level of testing being done and patient volumes.

Capital outlay has increased due to the Transitional Care Unit expansion project.

CLA Financial Audit Presentation FY2021 - James Mann the principal with CliftonLarsonAllen LLP (CLA) is on the phone from Denver, CO to do the audit presentation to the board. James indicated the audit went very well and CLA is appreciative of the hard work done by the staff to prepare for the audit. There was a uniqueness and complexity this year due to COVID funding. CLA has again, issued an un-modified opinion (clean audit) with no proposed adjustments or past adjustment audit. This is the highest/best audit to receive. After review of the internal control design, a clean, un-modified management letter will be provided indicating there are no issues with the internal controls we have in place. Based on a federal stipulation, another single audit will be performed relevant to funds received from the federal government COVID relief program and the SLIB funding the hospital received. CLA has not performed the audit yet, as the results of that single audit is not due until September 30, 2022.

Gene Davis on behalf of the Finance Committee, recommends that we adopt the CLA audit report for FY2021 as formal acceptance of the audit results. Ron Mischke moved to accept the un-modified audit and management letter as presented. Joe Wright seconded the motion. Motion carried.

FOUNDATION REPORT

Cody Sinclair stated the annual membership drive and partner breakfast are approaching. The 2021 Gratitude Report was handed out to the board for their review. It will be mailed to all current donors in the community. Mr. T. R. Shelby made a special gift of \$100K for the Welch Cancer Center.

Ada Kirven stated the partner breakfast will be on December 8th and staff will have an opportunity to vote on equipment to support the hospital. The Foundation has received additional gifts for COVID to support staff with dinners that can be taken home after a long shift. The hospital's R&R team have put together some fun activities for staff as well. Sunday is the virtual Trees of Love event. The trees at the front of the hospital will be lit as well as Santa on the roof.

BUILDING COMMITTEE REPORT

There have been four projects on the agenda, and some are now completed.

The Transitional Care Unit Expansion project is moving along and we are on track in scope, quality, and budget. There was concern of losing construction workers due to the vaccine mandate; however, the injunction will allow the construction workers to remain on site.

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The Cardio Pulmonary Rehabilitation space is complete with the plan to move staff on Thursday and Friday of this week, and seeing patients in their new space on Monday, December 6th.

The female surgical locker room and new medical staff lounge is now complete. This project came in under budget.

The flooring replacement project is now complete as well.

OTHER BUSINESS

No other business to present.

EXECUTIVE SESSION

Shirley Coulter motioned to move into Executive Session at 4:48 p.m. to address credentialing matters. Andrea Mellinger seconded the motion. Motion carried.

General session reconvened at 4:52 p.m. to address the medical staff credentialing. Please see above under the Medical Staff Report for action taken.

Shirley Coulter adjourned general session to move back into Executive Session at 4:55 p.m.

ADJOURNMENT

With no further matters to come before the board, the meeting adjourned out of Executive Session at 6:26 p.m. as no action was taken.

Patty Forister, Recorder

Andrea Mellinger, Secretary