



**BOARD OF TRUSTEES
FEBRUARY MEETING MINUTES
WEDNESDAY, MARCH 2, 2022 4:00 P.M.**

MEMBERS PRESENT: Shirley Coulter, Andrea Mellinger, Joe Wright, Jenifer Shassetz, Gene Davis, and David Smith
MEMBERS ABSENT: Ron Mischke
OTHERS PRESENT: Mike McCafferty, Dr. John Addlesperger, Dr. Shaun Gonda, Dr. Goddard, Barb Hesper, Holly Zajic, Nyle Morgan, Nathan Stutte, Cathy Bealer, Amy Ligocki, Cody Sinclair, Liz Mahoney, Rob Forister, Alan Dubberley, Brent Maurhoff, Sharon Krueger, Tom Ringley, and 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

Dr. Goddard, Tom Ringley and Margaret with the Sheridan Press are acknowledged to be in attendance.

APPROVAL OF AGENDA AND MINUTES

The February board meeting agenda was presented. Gene Davis moved to approve the agenda. Andrea Mellinger seconded the motion. Motion carried.

The January board meeting minutes from Wednesday, February 2, 2022 were presented and David Smith motioned to approve the minutes. Joe Wright seconded the motion. Motion carried.

QUALITY COMMITTEE REPORT

Cathy Bealer, Chief Clinical Officer reported on the following which was reviewed by the committee:

Restraints and Seclusion data was reviewed – positive improvements made with a charge nurse doing real time audits, ensuring charting expectations and documentation requirements are performed.

Blood Transfusion data – There is improved, standardized documentation and patient education with an average of 97% compliance throughout the nursing departments in the past three months.

Operating Room Performance – Data shows that SMH is performing above the national average for first case on time starts, patient in to incision, and patient close to out. Due to case complexity, these times vary per specialty and procedure.

Tracer activity has been implemented to prepare for the Joint Commission survey.

SMH is still lagging in employee flu vaccinations at 56% of staff having received the flu vaccine. Many have declined due to mask mandate requirements. Flu vaccinations will be offered until the end of March.

Antimicrobial Stewardship Program data was reviewed with no concerns noted.

Medication Adverse Events for the past three months were reviewed. Situations are monitored closely and mitigated prior to any major adverse event occurring. There are no trends to be managed.

Medication Errors were reviewed. All errors were investigated and staff education has been implemented.

Mammography callback rates are average; this equates to less patients having to return for additional imaging.

The Environment of Care Plan for 2022 was presented and approved by the committee. This is a Joint Commission requirement and is focused on the management of risk in the hospital's environment of care.

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PATIENT EXPERIENCE COMMITTEE REPORT

Holly Zajic, Chief Ambulatory Officer reported on the following:

Inpatient HCAHPS - there is an opportunity to improve the patient experience and work has been implemented via lean methodology.

Outpatient Clinics and the Outpatient Lab scores were reviewed with room for improvement.

The Outpatient Surgery Department has shown improvement as they continue to evaluate the real-time feedback received. Staff focus is on AIDET (Acknowledge, Introduce, Duration, Explain, Thank)

Mike reports that a letter was received in administration, from the family of a deceased patient. The letter described the care the patient received through-out the stay and process. The letter was a tribute to SMH staff for their approach and the care provided. It was a pleasure to share with the staff as a reminder that it is how we make people feel that is important, especially in challenging times.

MEDICAL STAFF REPORT

Credentialing to be done in Executive Session.

Dr. Gonda, on behalf of the Medical Executive Committee and Credentialing Committee presents the following Medical Staff Initial Appointments and Medical Staff Renewals for board consideration.

MEDICAL STAFF INITIAL APPOINTMENTS (ACTION)

Name	Category	Specialty	Renewal Date	Affiliated Organization
David Lin, MD	Telemedicine/Delegated (No membership)	Radiology		Real Radiology

MEDICAL STAFF RENEWALS (ACTION)

Name	Category	Specialty	Renewal Date	Affiliated Organization
Allen Gee, MD	Consulting-No Admit without active physician cosign	Neurology Medicine	3/02/2022	Frontier Neurosciences
Stephen Holst, MD	Active Staff	Urology Surgery	3/16/2022	Big Horn Urology
Blaine Ruby, MD	Consulting-No Admit without active physician cosign	General Surgery	2/28/2022	Johnson County Healthcare

David Smith moved to approve the medical staff initial appointments and medical staff renewals as presented. Andrea Mellinger seconded the motion. Motion carried.

ADMINISTRATION REPORT

COVID 19 and Immunization Report – Dr. Addlesperger notes that the number of active cases are down significantly. CMS community risk assessment indicates that Sheridan County is in a low risk category. This is reflective in the very few, current short –stay hospitalizations. The severe cases have dropped off significantly.

Chief Medical Officer Update - Dr. Addlesperger welcomes Dr. Goddard to his new role as Chief Medical Officer. Dr. Addlesperger has retired from his CMO position as of the end of February, 2022. Dr. Goddard brings a high caliber of dedication and quality to the role, and will provide great service to the hospital and staff. Dr. Addlesperger also acknowledged Amy Ligocki, medical staff manager for the invaluable assistant and a source of support to the CMO.

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Dr. Goddard states that he has been an emergency room physician for the past nine years, and the last several years serving as the ED Director. He has also served as Vice Chief of Staff on the Medical Executive Committee. Mike states that Dr. Goddard's humility, great perspective and leadership will move projects forward and improve processes.

Mike extends his thanks to Dr. Addlesperger on his semi-retirement. He was instrumental in the development and leadership of the ED as we know it today. He played a role in getting the hospital's electronic medical records implemented with CERNER. And lastly, Dr. Addlesperger spearheaded the lean management initiative to the SMH organization. Mike presented Dr. Addlesperger with a gift for his years of service.

Dr. Addlesperger states that it is an honor to be on the executive team and to work with the board; the support that the leadership team and the board have provided over the years is appreciated. The board's dedication and the role they play on the quality committee and patient experience council drives initiatives in the hospital.

Funding Request | Proposed ARPA Projects – Mike submitted several projects to the Wyoming Hospital Association that is in alignments with the ARPA funding. The Joint Appropriations Committee is reviewing funds to distribute to healthcare initiatives. The projects that SMH has identified align with funding guidelines. Mike will provide more details to the board at a later date.

Electrical Upgrade – Rob Forister, Director of Facility Services outlined the need to replace/upgrade the essential electrical system supplying electricity for lighting and equipment in critical care areas. This would entail replacement of transfer switches, as the current switches are at the end of life; and purchasing a new backup generator. The current generator and the proposed new generator would synchronize, with one generator being able to carry the load if the other were to fail. The lead time to receive a new generator is 45 weeks. Mike would like the board to consider with possible action taken at the next board meeting.

Robotics – Mike states that SMH has hired general surgeon Dr. Josh Scott and OB/GYN Dr. Rebecca Krzyminski. Both physicians have been trained with robotics. SMH would like to build an infrastructure to attract the best physicians utilizing this technology. Nathan Stutte has started the process with the DaVinci vendor to determine funding options. Nathan is researching the step program lease payment platform.

Brent Maurhoff, Surgery Manager states that the utilization of robotics is very exciting, with the advances of technology and patient care. Robotics uses precise instrumentation, with less adjacent tissue damage, and quicker recovery time for the patient. Physicians coming out of residency all have been trained on robotics. The robot will be on site Monday, March 7 and Tuesday, March 8 for physicians to utilize and ask questions of the representative. The board will be invited to view the equipment and ask questions or the vendor as well.

Master Planning – SMH worked with Cushing Terrell in 2018 on a site and facility master plan. We have invited CTA back once again to refresh the master plan, as we focus on current projects within the operating arena and operating room infrastructure. Mike will keep the board posted.

FINANCE

Nathan Stutte, CFO reports that revenues are ahead of what we had budgeted, but we are faced with increased labor costs, resulting in a loss. SMH can expect to see the same in February, but should ramp back up in March and April. The Emergency Department, Urgent Care, ENT and inpatient areas continue to be busy. There have been positive gains in Revenue Cycle. Cash on hand is at 64 days.

FOUNDATION REPORT

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Cody Sinclair, Chief Development Officer reports that the Foundation board had a presentation by Nathan Stutte last month, which went very well. Cody shared the letter from the family of the deceased patient and all were touched, and reinforced why they are on the board and supporting the hospital. Gifts continue to be received in the foundation office. Arrangements are being made for donors, employees and volunteers to view the progress of the Transitional Care Unit on the 3rd floor.

Ada Kirven, Director of Donor Relations is organizing a tour of the construction area by the end of the month. County Commissioner Tom Ringley, was instrumental in developing the Partner Program for the hospital in 2003, as he was a part of the Foundation at that time. Friday, March 4th is employee appreciation day and a coffee truck will be at the hospital offering complimentary coffee to staff.

Ada also thanked Dr. Addlesperger, Dr. Goddard and Dr. Gonda for their leadership and philanthropy, with their gifts benefiting the Transitional Care Unit Expansion project.

Cody announced Sandra Thayer's retirement from the Foundation office at the end of the month. Please wish her well when you see her.

BUILDING COMMITTEE REPORT

The Building Committee discussed the Transitional Care Expansion project which is going well. There is some risk due to supply chain issues causing delays. Rob Forister will continue to monitor. This should not affect the opening of the unit on time. The third floor is almost complete and the contractor will then move to the second floor. There was one change order the committee approved, resulting in a credit. Project should finish on time and under budget.

OTHER BUSINESS

Mike announced to the board that Barb Hespen will be leaving SMH to take on a leadership role in Custer, SD as President/CEO of Monument Health Hospital. Barb's unique, quirky personality fit well with our hospital and what we are doing. Mike wishes Barb and Phil all the best and is excited for this opportunity for her. SMH is currently recruiting to fill the CNO position. The board thanked Barb for all she has done and wished her well.

EXECUTIVE SESSION

Shirley Coulter motioned to move into Executive Session at 4:49 p.m. to address credentialing and legal matters. David Smith seconded the motion. Motion carried.

General session reconvened at 4:58 p.m. to address the medical staff credentialing. Please see above under the Medical Staff Report for action taken.

Shirley Coulter motioned to reconvene back into Executive Session to discuss legal matters. David Smith seconded the motion. Motion carried.

ADJOURNMENT

With no further matters to come before the board and no action to be taken, the meeting adjourned at 5:34 p.m.

Patty Forister, Recorder

Andrea Mellinger, Secretary