



**BOARD OF TRUSTEES  
MARCH MEETING MINUTES  
Wednesday, March 20, 2024 4:00 P.M.**

**MEMBERS PRESENT:** Jenifer Shassetz, Kevin Kessner, Tobie Alsup, and Gene Davis  
**MEMBERS ABSENT:** Shirley Coulter, Ron Mischke, and Richard Garber  
**OTHERS PRESENT:** Mike McCafferty, Dr. Gonda, Dr. Goddard, Joe Wright, Nyle Morgan, Cody Sinclair, Cathy Bealer, Nathan Stutte, Rob Forister, Dr. Sierra Gross, Sharon Krueger, Ashley Phipps, Brent Maurhoff, Bryan Opitz, Erin Oetken, Kristen Czaban, Jennifer Gaona, Chris Bilyeu, Tommi Ritterbusch, Brendon Kerns, Alaina Bergstrom, Brittany Goodvin, Jessica Kaminsky, Amy Ligocki, Sean Bonnet, Collette Miller, Jennifer Rasp Vaughn, Kelly Lieb, Brady Shoemaker, Caroline Elik with the Sheridan Press and Kevin Koile with Sheridan Media

**CALL MEETING TO ORDER**

Jen Shassetz, Vice Chairman called the meeting to order at 4:00 p.m.

**PUBLIC COMMENTS, INTRODUCTIONS**

None.

**APPROVAL OF AGENDA AND MINUTES**

Kevin Kessner moved to approve the board meeting agenda as presented. Gene Davis seconded the motion. Motion carried.

Gene Davis moved to approve the minutes of the February board meeting held on February 28, 2024. Tobie Alsup seconded the motion. Motion carried.

**QUALITY COMMITTEE REPORT**

Kevin Kessner, Quality Committee Chair asks Tommi Ritterbusch, Director of Continuous Improvement for a recap of the meeting. Tommi Ritterbusch said the committee reviewed moderate sedation, restraints and seclusion, ongoing evaluation of code blue and rapid response, medication scanning, inpatient falls, core measures, tracer and audits, readmission rates in which SMH is below the national average, utilization review, and safety events in which SMH has exceeded our reporting goal for yellow safety tickets. There are no concerns noted or negative trends to address with the data reviewed.

**PATIENT EXPERIENCE REPORT**

Kelly Lieb thanks Dr. Gross for her leadership within patient experience. There was a change in the format with presenting in a story board format. There is higher engagement among managers, leaders and physicians with this format. A strategic priority in a department is not always patient experience; however work is being done to tie the two together. Process improvement relative to the patient experience comes from the feedback SMH is receiving.

**MEDICAL STAFF REPORT**

Dr. Gonda reports that the Sheridan County Medical Society (SCMS) Scholarship event raised \$15,000 this year; the most that has ever been raised. The SCMS will be accepting applications from high school seniors going into a medical field, providing the opportunity to be selected for a \$10,000 scholarship this year. Dr. Gonda thanked the trustees for their attendance at the event and supporting the SCMS Scholarship program. Credentialing will be addressed in executive session.

Dr. Gonda, on behalf of the Medical Executive Committee and Credentials Committee recommends the following Medical Staff Initial Appointments and Medical Staff Renewals for consideration and approval.

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**MEDICAL STAFF INITIAL APPOINTMENTS (ACTION)**

Name	Category	Specialty	Renewal Date	Affiliated Organization
Ashley Bostyan, AGACNP-BC, DNP	Advanced Practice Clinician	Acute Care Nurse Practitioner		SMH – Transitional Care Unit
Patricia Rondain, MD	Telemedicine/Delegated	Infectious Disease		Billings Clinic Infectious Disease

**MEDICAL STAFF RENEWALS (ACTION)**

Name	Category	Specialty	Renewal Date	Affiliated Organization
Heather Berney, MD	Telemedicine/Delegated	Psychiatry	4/29/2024	Avel eCare
Loren Budge, MD	Consulting - No Admit w/o Active Physician cosign Delegated	Cardiology	04/27/2024	Billings Clinic Cardiology
Derek Gilbert, MD	Active Staff w Priv - May Admit	Hospitalist/Family Medicine	04/27/2024	SMH – Hospitalist Program

James Ulibarri, MD	Consulting - No Admit w/o Active Physician cosign	Orthopedic Surgery / Spine	03/29/2024
Jeremy Zebroski, MD	Active Staff w Priv - May Admit	Orthopedic Surgery	4/22/2024

Tobie Alsup moved to approve the Medical Staff Initial Appointments and Medical Staff Renewals as presented. Gene Davis seconded the motion. Motion carried.

**ADMINISTRATION REPORT**

**Delegation of Authority | Environment of Care Safety Officer (Action) –**

SMH appoints an individual to serve as the Environmental Safety/Security Officer. This is a Joint Commission

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requirement and requires board approval on an annual basis. This individual has decision making authority relevant to patient, visitor & employee safety and security. Mike McCafferty recommends the board approve the appointment of Rob Forister to continue his role as safety officer. Kevin Kessner moves to approve Rob Forister to continue in his role as stated. Tobie Alsup seconds the motion. Motion carried.

#### **Recruitment Update -**

Mike reports that Medical Oncologist Dr. Kim has signed a contract to join Dr. Ratterman at the Welch Cancer Center. He should start in July 2024. Recruitment for an OB/GYN continues. SMH recently hosted an OB/GYN for a site visit that we feel would be a nice fit for the community. There is an offer and acceptance by Dr. Luke Leary to join SMH as a hospitalist. He currently is in residency and will join SMH in August 2025. We will continue to recruit for another hospitalist to join the team. SMH will begin to recruit for psychiatry as well. There is talk about the possibility of an addition to radiology; there are potential future candidates, but they are too far down the road to consider at this time, since there is an immediate need. SMH is excited about Dr. Abigail Turnbough starting in July 2024, joining Dr. Widener in the rheumatology practice.

#### **Cyber-Attack –**

Mike mentions to the board that Kristen Czaban, Director of Marketing and Communications has released a communication relative to the cyber-attack on Change Healthcare which occurred in February. Change Healthcare is a subsidiary of UnitedHealth Group, who's clearing house Assurance processes one-third of healthcare claims across the county. With the cyber-attack, millions of healthcare claims were prevented from being filed with insurance firms, including a vast majority of those originating from Sheridan Memorial Hospital. The attack was NOT on SMH, but on Change Healthcare. SMH has determined that there is no indication of a data breach within SMH. We have looked at alternative clearinghouses, but they do not handle BCBS, Wyoming Medicare or Medicaid claims. This has left SMH without any options. We have since learned we now have access and will begin submitting claims through Change Healthcare once again. The delay and backlog of claim filings has an immediate and dramatic impact on finances. There will be a huge delay in a patient receiving a bill. A month of activity will take time to resubmit, doubling the work of our staff. Tobie states that she applauds Nathan and his staff for their resolve and hard work in addressing the claim filing process.

Nyle Morgan states that the cyber-attack happened outside of SMH's firewalls. Files are transferred to a standalone server and immediate action was taken to disconnect compromised systems. This was the same for Change Healthcare. SMH's cybersecurity partner, CrowdStrike, did an assessment of our systems and determined there were no indicators of a compromise within SMH. Change Healthcare has provided SMH with a letter of assurance that they are no longer compromised and we can reconnect. Our cyber-insurance policy requires this confirmation. Again, SMH has been and remains secure. The FBI is involved with United Healthcare and the threat throughout this process.

**Outpatient Imaging Expansion** – There was a memo released last week to staff relevant to outpatient imaging services and expanded hours of operation. There will be expanded imaging hours from 7 am – 9 pm Monday through Friday, with some Saturday morning hours available as well. This will allow better access for our patients, physicians, and APCs looking for results in a timely manner. Creating additional options for patients to schedule an imaging appointment is a great service to our community.

**Surgical Services** – SMH is in a planning phase around an outpatient surgical suite, separate from our current surgery area. Mike will continue to provide the board with information as it is available. We are working on a conceptual design/development plan, which has included physicians, surgical nursing staff, and central sterile input. Will look at receiving construction documents by November of 2024, with possible construction to commence around January 2025.

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### **FINANCE**

Gene Davis, Finance Chair asks Nathan Stutte, CFO to recap the meeting earlier this week. Nathan reports that February was a strong month, with the operating margin approximately 8% ahead of budget. The cath lab, imaging, lab and emergency departments were all very busy. There was a spike in use in pediatric unit as well. Total revenues exceeded expectations. Nathan reports cost over budget by 1% for a positive operating margin. The expectation is that we will slow down in March.

### **FOUNDATION REPORT**

Cody Sinclair reports staff have been attending non-profit training offered through the CVC. Ada, Liz and Jasmine are in Denver attending a conference relevant to philanthropy and campaigns. Cody wants to recognize Dr. Josh Scott for the work he is doing connecting the medical staff with the Foundation. It is impactful to hear from a physician representative on the work going on. The Foundation will start rolling out the behavioral health project to the community in April. This is an incredible project that SMH is working on and is wholly supported by the Foundation.

Mike mentions that Cody won the Community Champion Award through the Chamber of Commerce. This is a well-deserved award and Cody embodies everything great in his work and being a representative of the hospital.

### **BUILDING COMMITTEE REPORT**

Jen Shassetz, Building Committee Chair asks Rob Forister to report on the meeting. Rob updates that board on the pharmacy phase of the behavioral health project, supply chain, pediatrics, and the conceptual drawings for the EmPATH unit. Thanks to Jordan Lentz, projects are at or under budget and exceeding our time lines for completion.

The emergency department project will be brought before the board next month for consideration and possible approval. There will be two separate projects for consideration – one is relevant to the SLIB money in the amount of \$960K for a triage area and ventilation needs in the emergency department. The other is for \$560K to address other items in the emergency department. The two projects are separate from one another, but will be presented for consideration at the same time since the projects are in the same department.

### **OTHER BUSINESS**

None

### **EXECUTIVE SESSION**

Jen Shassetz requests a motion to adjourn. Gene Davis made the motion to adjourn into Executive Session at 4:22 p.m. to address personnel matters. Kevin Kessner seconded the motion. Motion carried.

General session reconvened at 4:40 p.m. to address 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 4:41 p.m.

Patty Forister, Recorder

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Kevin Kessner, Secretary