

**MEMORIAL HOSPITAL OF CONVERSE COUNTY
BOARD OF TRUSTEES**

Date: December 3, 2014

Present: Gay Bolln; Arlene Earnst; Colleen Bolte; Robert Kayser

Ryan Smith; Karl Hertz; Cristy Cobb; Curt Dugger; James Morgan, MD; Decanne Engle, MD; James Hardee, Hospital Attorney

Call to Order: By Gay Bolln, Chair

Location: Hospital Boardroom

Time: 5:30pm

Agenda: Reviewed and approved.

Previous Minutes: Motion to approve the October 22, 2014 minutes as presented made by Arlene Earnst; seconded by Robert Kayser. All present approved; motion carried.

Topic		Discussion	Action Plan	Follow-Up
Review of Audit		<p>Motion to convene as Audit Committee as a whole made by Arlene Earnst; seconded Colleen Bolte. All present approved; motion carried.</p> <p>Roxy Skogen of Lovelett, Skogen and Associates P.C. reviewed the Financial Report from the MHCC audit for the year ending June 30, 2014 and stated it was a clear audit, appropriate financial controls were in place and the hospital was doing well financially.</p>	<p>Motion to accept the MHCC Financial Audit Report for the year ending June 30, 2014 made by Arlene Earnst; seconded by Robert Kayser. All present approved, motion carried.</p>	FYI
Strategic Plan		<p>Our essential values were included within the board packet.</p>	<p>We hold ourselves accountable to the highest ethical and performance standards, demonstrating honesty, professionalism and sincerity.</p>	FYI
Balanced Scorecard, Weekly Update & BODES		<p>Ryan Smith reviewed the FY15-1Q Balanced Scorecard and talked about the patient satisfaction percentile and where we stand fifty-four (54) days into the quarter. Cristy Cobb talked about the areas of the inpatient experience and the action plan on medication errors.</p>		FYI
Consent Approval:				
Finances		<p>The October 2014 financials and statistical packet was included in the Board meeting materials. Robert Kayser spoke about the many volume increases.</p>	<p>Motion to accept the October 2014 financials as presented made by Colleen Bolte; seconded by Arlene Earnst. All present approved; motion carried.</p>	FYI
Write-Offs		<p>October 2014 write-offs in the amount of</p>	<p>Motion to accept the October 2014 write-offs</p>	FYI

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	<p>\$126,119.26 and indigent care in the amount of \$346,255.35 were presented for approval.</p>	<p>and indigent care made by Colleen Bolte; seconded by Arlene Earnst. All present approved; motion carried.</p>	
Vouchers	<p>Colleen Bolte reported that the October 2014 vouchers appeared to be in order and recommended them for approval.</p>	<p>Motion to approve the October 2014 vouchers as presented made by Colleen Bolte; seconded by Arlene Earnst. All present approved; motion carried.</p>	
Old Business:	None		
New Business:	<p>Robert Kayser talked about the MHCC Long Term Bond Consolidation and Repayment Opportunity. This will save approximately \$700,000 per year in debt service.</p>	<p>Motion authorizing the Hospital CEO, Ryan K. Smith to increase the current Medical Office Building loan (the remaining principle amount of (\$5,000,000) by the addition to that loan agreement of an amount not to exceed \$3,500,000 made by Robert Kayser; seconded by Colleen Bolte. The principle amount of the consolidated loan will not exceed \$8,500,000. Said loan will be secured by Certificates of Deposit in sufficient amount pledged to the bank as security for the additional loan principle. All present approved; motion carried.</p> <p>Motion authorizing the Hospital CEO, Ryan K. Smith to proceed with the payoff of the Hospital Revenue Bonds listed below made by Robert Kayser; seconded by Colleen Bolte. The CEO is authorized to do all things required to accomplish the calling of the bonds, the payoff of the bonds and extinguish all other obligations related to the original issue of the bonds. It is expected that these actions will be completed by June 30, 2015. Bonds to be called and paid off are as follows:</p>	

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		<p>1. Converse County Wyoming Hospital Refunding Revenue Bonds (Memorial Hospital Project) Series 2005.</p> <p>2. Converse County Wyoming Subordinate Lien Hospital Revenue Bond (Memorial Hospital Project) Series 2008</p> <p>In reference to the Revenue Bonds listed above, motion made by Robert Kayser and seconded by Colleen Bolte, the Board of Commissioners of Converse County, Wyoming hereby authorizes the Board of Trustees of the Memorial Hospital of Converse County to do all things required to accomplish the calling of the bonds, the payoff of the bonds and to extinguish all other obligations related to the original issue of the referenced bonds. It is expected that these actions will be completed by June 30, 2015. All present approved, motion carried.</p>	
Foundation Report	Diane Harrop spoke to the Board about the multiple changes occurring in the foundation and the plans for relationship building. Diane thanked Curt Dugger for handling the foundation books. Diane also noted that the Foundation will be broadening out to become more community focused and will continue with their current name at this time.		FYI
CEO Report Recruitment Update	Ryan Smith reported that dialogue continues with Dr. Hegge, however he would not be available until spring. Dr. Majeed will begin as a full-time Hospitalist in January 2015.		FYI

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Wyoming Transitional Program	Ryan talked about the care transition program. In the last 18 months, we have provided care for 178 patients in the Douglas, Glenrock and Glendo areas and currently have 16 patients on the Wyoming Rural Care Transitional Program; 12 from Douglas and 4 are from Glenrock. We have made 403 IP hospital visits; visited 234 patient homes; made 862 phone calls within 24 hours of being DC'd home. Readmit numbers continue to decrease.		FYI
"SHARE Plan"	Ryan talked about the Wyoming Dept. of Health's recommendations for the proposed "Share Plan" for the potential expansion of medical coverage in Wyoming	If approved by the Wyoming Legislature and signed into law, the SHARE plan for Wyoming Medicaid expansion would include two new programs based on participant's income.	FYI
Physician Licensure Compact	Ryan talked about the Federation of State Medical Boards legislation to create an interstate compact for physician licensure that aims to facilitate the licensing of doctors across state borders, including those who provide telehealth services.	Under the proposal, at least seven (7) states would be required to participate in the compact. He compact would not have the authority to license physicians but could provide all of the necessary information to streamline the process.	
Christmas Party	The hospital Christmas party will be 12/13 in the McKibben Cafeteria on the State Fair Grounds.		FYI
Stroudwater & Associates	Ryan reported that he would be receiving a report on some potential options sometime in January.		FYI
Executive Session		It was moved by Robert Kayser; seconded by Arlene Earnst to adjourn to Executive Session at 6:45pm pursuant to W.S. §16-4-405(a) (iii) and W.S. § 16-4-(a)(viii). All present approved; motion carried.	
		It was moved, seconded and carried to adjourn from Executive Session at 7:03pm.	
Credentials	Dr. Engle presented the following credentialing activity for approval:	Motion to approve the credentials as presented	FYI

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	<ul style="list-style-type: none"> ➤ Eugene Podrazik, MD recommended for outpatient clinical staff privileges (Otolaryngology) ➤ David Norcross, MD recommended for provisional outpatient clinical staff privileges (Otolaryngology) ➤ Oliver Jeffery, MD recommended for provisional outpatient clinical staff privileges (Neurology) ➤ Colby Butler, NP-C recommended for provisional AHP staff privileges (Otolaryngology) ➤ Mark Murphy, MD recommended for active staff reappointment (Orthopedic Surgeon) ➤ Charles Woodruff, CRNA recommended for AHP Staff reappointment (CRNA) 	<p>Based upon the recommendation of the medical staff made by Colleen Bolte; seconded by Arlene Earnst. All present approved; motion carried.</p>	
Medical Staff Rules and Regulations	<p>Dr. Engle noted that at the October 13, 2014 MEC meeting, discussion was held regarding 4.3-1 Operative Report. Consensus was to modify 4.3-1 to state "Operative report shall be entered into the MAR immediately and complete report dictated within 24 hours following surgery.</p> <p>At the November 10, 2104 MEC meeting, discussion was also held regarding 2.3 Patient Transfers. The consensus was to remove section 2.3-2 which states "Patients presenting to the Emergency Room shall not be transferred from this facility without contacting the appropriate on-call provider".</p>		FYI
		<p>It was moved, seconded and carried to adjourn to a second Executive Session pursuant to W. S.§16-4-405(a)(x) at 7:04pm.</p>	FYI
		<p>It was moved, seconded and carried to adjourn from Executive Session at 7:10pm.</p>	
		<p>Motion to accept the Employment Agreement for Robert Naratzky, MD as presented</p>	FYI

