

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

Date: December 9, 2015

Location: Hospital Boardroom

Present: Gay Bolln; Charles Lyford, MD; Colleen Bolte, Robert Kayser; Ryan Smith; Karl Hertz; Cristy Cobb; Dave Patterson; Deeanne Engle, MD; Mark Campbell, MD; Brian Retherford, MD; Terry Moss; Denise Lyons; Diane Harrop; Roberto Fars, MD; James Hardee, Hospital Attorney; Mike Cometto, Auditor; Spike Jordan, Douglas Budget

Absent: Bobbe Fitzhugh; Curt Dugger; James Morgan, MD

Call to Order: By Gay Bolln

Time: 5:30pm

Agenda: Reviewed and approved

Previous Minutes: Motion to approve the October 28, 2015 minutes made by Dr. Charles Lyford; seconded by Robert Kayser. All present approved; motion carried.

Topic	Discussion	Action Plan	Follow-Up
Welcome	Robert Kayser welcomed and introduced Mike Cometto, from Skogen, Cometto Assoc.		FYI
Public Presentations			
	None		FYI
Public Comment			
	None		FYI
Review of Audit			
	<p>Motion to convene as Audit Committee as a whole made by Robert Kayser; seconded Dr. Charles Lyford. All present approved; motion carried.</p> <p>Mike Cometto of Skogen, Cometto Associates P.C. reviewed the Financial Report from the MHCC audit for the year ending June 30, 2015 and stated it was a clear audit, appropriate financial controls were in place and the hospital was doing well financially. The increase in bad debt provision was noted, as well as the \$1.1M net revenue for the year.</p>	<p>Motion to accept the MHCC Financial Audit Report for the year ending June 30, 2015 made by Robert Kayser; seconded by Dr. Charles Lyford. All present approved, motion carried.</p>	
Strategic Plan			
Values	Our essential values were included within the board materials.	We hold ourselves accountable to the highest ethical and performance standards, demonstrating honesty, professionalism and sincerity.	FYI

December 9, 2015

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

Topic		Action Plan	Follow-Up
Balanced Scorecard & BODES	The Balanced Scorecard and BODES for the second quarter were included in the packet. Cristy reported on the progress of the SSI investigation team. She also updated the group on the new patient apparel being ordered. The current gowns will be donated to a third world country. Cristy also provided a CAUTI prevention update. She reported the elements of care were met for 36 of 36 patients this quarter. Ryan noted that they employee satisfaction survey closed this week.		FYI
Performance Plan/Hospital Incentive Chart	The Performance Plan and Incentive Chart for the second quarter were included in the packet.		FYI
Consent Approval:			
Finances	The October 2015 financials and statistical packet was included in the packet. Bob commented on the change in payer mix. He noted with great satisfaction the \$7.6M in gross revenue and gave kudos to the staff for lowering the FTE per adjusted occupied bed to 10.5.	Motion to accept the September 2015 financials as presented made by Dr. Charles Lyford; seconded by Colleen Bolte. All present approved; motion carried.	FYI
Write-Offs	October 2015 write-offs in the amount of \$201,448.70 and indigent care in the amount of \$815,713.05 were presented for approval.	Motion to accept the October 2015 write-offs and indigent care as presented made by Charles Lyford, MD; seconded by Robert Kayser. All present approved; motion carried.	FYI
Vouchers	The November 2015 vouchers were presented for approval.	Motion to accept the November 2015 vouchers as presented made by Colleen Bolte; seconded by Charles Lyford, MD. All present approved; motion carried.	FYI
Old Business:			
	None		FYI
New Business:			

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

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Capitalization of Propertiers		Motion to authorize administration to move hospital owned real estate owned more than one year and not held for sale to depreciative assets made by Robert Kayser; seconded by Dr. Charles Lyford. All present approved; motion carried.	FYI
Foundation Report	Diane Harrop reported the Foundation's new mission statement is close to finalization. Their new strategic plan and investment policy should be done by the January meeting and she will bring copies. June 18, 2016 is the date for the next Denim and Diamonds event. It will again be held that the True Ranch and include the Chill Billies. The Be Amazing Race will be moved to the fall. Diane announced that the 2016 priority for fundraising is the ER remodel. Denise is developing a plan to raise \$500,000.		FYI
CEO Report			
MHCC Christmas Party	<p>Ryan encouraged everyone to attend the MHCC Christmas Party at McKibben Cafeteria Saturday evening at 5pm.</p> <p>He and Jim Hardee traveled to Cody following the meeting to attend a 2-day Healthcare Law Boot Camp.</p>		FYI
EWC Nursing Instructor	Cristy had participated in interviews at EWC during the day for the nursing instructor. She reported there were four candidates and one had been chosen. The program will consist of one primary instructor, one adjunct and one program director. EWC hopes to admit twelve students to this 2-year associate degree program in the fall. They will submit their accreditation request to the state next week.		FYI

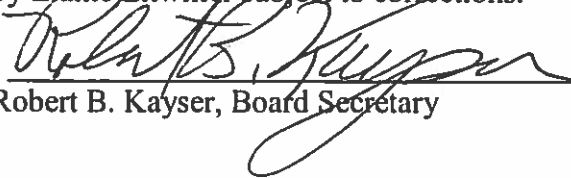
**MEMORIAL HOSPITAL OF CONVERSE COUNTY
BOARD OF TRUSTEES**

Topic	Discussion	Action Plan	Follow-Up
ER/MRI Update	Karl reported that new options have been received from TSP and will be shared with the Board construction committee in the morning.		FYI
Childcare	Karl announced that the opening of the Childcare Center will be delayed due to staffing issues. 20 applications were received, 15 interviews were conducted, positions were offered to 6 people but only 2 have accepted. The parents have been notified and were very understanding. The Facilities crew should have the structural issues fixed and the remodeling finished on schedule.		FYI
Educational Opportunities			
Rural Hospital Conference	Elaine confirmed that arrangements have been made.	Copies of the flight itineraries and hotel reservations will be provided at the January meeting.	FYI
Executive Session			
		It was moved by Gay Bolln; seconded by Robert Kayser to adjourn to Executive Session at 6:20pm pursuant to W.S. §16-4-405(a) (ii). All present approved; motion carried.	
		It was moved, seconded and carried to adjourn from Executive Session at 6:36pm.	
Credentials	<p>Dr. Engle presented the following credentialing activity for approval:</p> <ul style="list-style-type: none"> ➤ <i>Kok Chye Tan, MD</i> for provisional contract staff privileges (IRAD) ➤ <i>Tristyn L. Richendifer, PA-C</i> for provisional AHP privileges (Ortho) ➤ <i>Peter Anderson, MD</i> for contract staff reappointment (eICU) ➤ <i>Craig S. Capron, DPM</i> for AHP staff reappointment (Podiatry) ➤ <i>Walter Astorne Figari, MD</i> for contract staff 	Motion to approve the credentials as presented based upon the recommendation of the medical staff made by Charles Lyford, MD; seconded by Colleen Bolte. All present approved; motion carried.	FYI

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

	<p>reappointment (eICU)</p> <ul style="list-style-type: none">➤ <i>Javier Finkielman, MD</i> for contract staff reappointment (eICU)➤ <i>Norman K. Imes, MD</i> for consulting staff reappointment (Sleep Medicine)➤ <i>James A. Lugg, MD</i> for consulting staff reappointment (Urology)➤ <i>Keith Mills, MD</i> for conclusion of provisional privileges		
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Adjournment: Gay Bolln asked if there was any objection to adjournment. There was none, the meeting was adjourned at 6:38pm.
Minutes typed by Elaine Litwiller subject to corrections.

Approved By: 
Robert B. Kayser, Board Secretary

Date: 1-27-16