

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

Date: January 25, 2017

Location: Hospital Boardroom

Present: Robert Kayser; Gay Bolln; Colleen Bolte; Bobbe Fitzhugh; Dr. Charles Lyford

Ryan Smith; Karl Hertz; James Morgan, MD; Curt Dugger; Dave Patterson; Deeanne Engle, MD; Brian Retherford, MD; Mark Campbell, MD; Terry Moss

Absent: Cristy Cobb; James Hardee, Hospital Attorney; Denise Lyons

Call to Order: Robert Kayser

Time: 5:30pm

Agenda: Reviewed and approved

Previous Minutes: Motion to approve the December 7, 2016 minutes made by Dr. Charles Lyford; seconded Colleen Bolte. All present approved; motion carried.

Topic	Discussion	Action Plan	Follow-Up
Introduction of Guests	None		
Public Presentations and Comment	None		
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
Balanced Scorecard & BODES	The Balanced Scorecard and BODES for the fourth quarter of 2016 were included in the packet. Ryan reviewed the patient satisfaction numbers and quality benchmarks. He noted that while the outpatient volume is below the target, the revenue is above the target. Dave updated the group on Meaningful Use compliance. He noted that in 2017 Meaningful Use will be incorporated into the new MIPS program. Ryan also reviewed the financial targets and the group discussed how we compare with the national average for FTE per adjusted occupied bed. Robert Kayser noted our total revenue per FTE is \$143,276 above the Wyoming average.		FYI

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BOARD OF TRUSTEES**

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Performance Plan/Hospital Incentive Chart	The current Performance Plan and Incentive Chart were included in the packet.		FYI
Consent Approval:			
Write-Offs	November 2016 write-offs in the amount of \$236,070.04 and indigent care in the amount of \$491,427.95 and December 2016 write offs in the amount of \$237,696.17 and indigent care in the amount of \$745,787.61 were presented for approval.	Motion to accept the November and December 2016 write-offs and indigent care as presented made by Dr. Charles Lyford; seconded by Bobbe Fitzhugh. All present approved; motion carried.	FYI
Vouchers	The December 2016 and January 2017 vouchers had been reviewed by Dr. Charles Lyford and were presented for approval.	Motion to accept the December 2016 and January 2017 vouchers as presented made by Dr. Charles Lyford; seconded by Bobbe Fitzhugh. All present approved; motion carried.	FYI
Financials	The November and December 2016 financial and statistical packets were included in the packet. Robert Kayser reviewed the budget figures and annualized several amounts.	Motion to accept the November and December 2016 financials as presented made by Dr. Charles Lyford; seconded by Bobbe Fitzhugh. All present approved; motion carried.	FYI
Old Business:			
ED Remodel Update	Karl presented an update of the ED remodel. He shared we're awaiting the final state approval and Haselden Construction has been chosen as the contractor. Karl talked about the prep work that has been done and shared the project timeline. He noted the final budget should be ready to review by 2/7.		FYI
MRI Update	Karl updated the group on the vestibule for the MRI. He noted that the MRI will be unavailable for several days during the concrete work.		FYI
Foundation Report			
	None		FYI

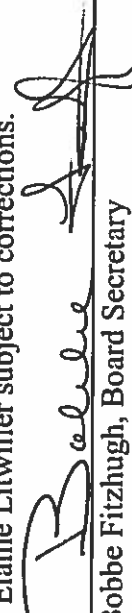
**MEMORIAL HOSPITAL OF CONVERSE COUNTY
BOARD OF TRUSTEES**

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CEO Report	Ryan shared the presentation from recent Employee Forums. It included a slide showing the percentage of MHCC patient who rate the hospital a 9 or 10. At 84%, only Loveland ranked higher at 85%. The presentation also included four slides on the local economy which indicate it has come up slightly from the bottom. Ryan noted that FTEs have been reduced by 30 in the past six months.		FYI
New Business:	Ryan noted that it was necessary to document the review of all policies and procedures by the MHCC Board of Trustees that are in place at MHCC, OTRHC and RCRHC at the beginning of each calendar year.	Motion to accept the policies as reviewed and documents such review of all policies and procedures, including debt/lease covenants that are in place at MHCC, OTRHC and RCRHC by the Board of Trustees as they related to Critical Care Access Hospitals (CAH) designation made by Dr. Charles Lyford; seconded by Colleen Bolte. All present approved; motion carried.	FYI
Designated Depositories	Ryan presented Converse County Bank as a depository for hospital Funds.	Motion to approve Converse County Bank as a hospital depository for 2017 made by Dr. Charles Lyford; seconded by Colleen Bolte. All present approved; motion carried.	FYI
Events and Educational Opportunities	Elaine had previously emailed travel arrangements for the Phoenix conference in February.	Gay asked that her return be switched to Wednesday.	FYI
Executive Session		It was moved by Robert Kayser; seconded by Dr. Charles Lyford to adjourn to Executive Session at 6:30pm pursuant to W.S. §16-4-405(a) (ii). All present approved; motion carried.	

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Credentials	<p>Dr. Engle presented the following credentialing activity for approval.</p> <ul style="list-style-type: none"> ➤ <i>Melissa Quinn, FNP</i> – recommended for provisional AHP staff privileges (Family Nurse Practitioner) ➤ <i>Scott Croft, MD</i> – recommended for reappointment of active staff privileges (Orthopedic Surgery) ➤ <i>Shelly Owen, PA</i> – recommended for reappointment of AHP privileges (Physician Assistant) ➤ <i>Loren Thiel, CRNA</i> – recommended for reappointment of AHP privileges (Anesthesiology) ➤ <i>Peter DeLong, MD</i> – recommended for conclusion of provisional contract privileges (eICU) ➤ <i>Mark Franklin, MD</i> – recommended for conclusion of provisional contract privileges (eICU) ➤ <i>Alan Garber, MD</i> – recommended for conclusion of provisional contract privileges (eICU) ➤ <i>Matthew Koff, MD</i> – recommended for conclusion of provisional contract privileges (eICU) ➤ <i>Athos Rassias, MD</i> – recommended for conclusion of provisional contract privileges (eICU) ➤ <i>Stephen Surgenor, MD</i> – recommended for conclusion of provisional contract privileges (eICU) <p>Robert Kayser suggested only reappointing Dr. Scott Croft and Shelly Owen until 3/31/17 since that will be the end date of their employment. Elaine will verify this will not cause any reporting issues.</p>	<p>It was moved, seconded and carried to adjourn from Executive Session at 6:45pm.</p> <p>Motion to approve the credentials as presented, based upon the recommendation of the medical staff and with exceptions noted, made Dr. Charles Lyford seconded by Bobbe Fitzhugh. All present approved; motion carried.</p>	FYI

Adjournment: Robert Kayser asked if there was any objection to adjournment. There was none, the meeting was adjourned at 6:36pm. Minutes typed by Elaine Litwiler subject to corrections.

Approved By:  Bobbe Fitzhugh, Board Secretary

Date: 2/24/17