

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

**Date:** January 24, 2018

**Time:** 5:30pm

**Location:** Boardroom

**Present:** Robert Kayser; Dr. Charles Lyford; Gay Bolln; Bobbe Fitzhugh; Nick Linford

Ryan Smith; Cristy Cobb; Karl Hertz; James Morgan, MD; Curt Dugger; Dave Patterson; Deeanne Engle, MD; Brian Retherford, MD; Mark Campbell, MD; Doug White, MD; Terry Moss; James Hardee, Hospital Attorney

**Absent:** Jennifer Rinn

**Call to Order:** Robert Kayser

**Agenda:** Reviewed and approved

**Previous Minutes:** Motion to approve the December 6, 2017 minutes made by Dr. Charles Lyford; seconded Bobbe Fitzhugh. All present approved; motion carried.

Topic	Discussion	Action Plan	Follow-Up
<b>Welcome</b>			
	Robert Kayser welcomed new Board member, Nick Linford, who is filling Colleen Bolte's term.		FYI
<b>Reconstitution of Board</b>			
		Motion to reconstitute the Board according to the elected officers of the current fiscal year made by Gay Bolln; seconded by Charles Lyford, MD. All present approved; motion carried.	FYI
<b>Introduction of Guests</b>			
	None		FYI
<b>Public Presentations and Comment</b>			
	None		
<b>Strategic Plan</b>			
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 2017 were included in the packet. Ryan reviewed the current stats. Cristy provided details on the two HAIs and shared		FYI

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

Topic	Discussion	Action Plan	Follow-Up
	<p>samples of the new wound care cards. Ryan and Karl commented on the turnover rate in Childcare. Karl noted there are currently 50 children enrolled. Dave commented on MIPS and Meaningful Use requirements and our compliance which is 87 out of 100. Robert Kayser shared a handout comparing MHCC key ratios with Moody's Investors Service key ratios and reviewed the numbers. He also commented on the new Fitch ratings for non-profit hospitals which was included in the packet. Ryan shared the activity of the group working to lower the AR days.</p>		
<p>Performance Plan and Incentive Chart</p>	<p>The previous and current quarter Performance Plans and Incentive Charts were included in the packet.</p>		<p>FYI</p>
<b>Consent Approval:</b>			
<p>Write-Offs</p>	<p>November 2017 write-offs in the amount of \$102,395.92 and indigent care in the amount of \$809,663.35 were presented for approval as well as December write-offs in the amount of \$95,717.23 and indigent care in the amount of \$859,693.17.</p>	<p>Motion to accept the November and December 2017 write-offs and indigent care as presented made by Dr. Charles Lyford; seconded by Gay Bolln. All present approved; motion carried.</p>	<p>FYI</p>
<p>Vouchers</p>	<p>The December 2017 and January 2018 vouchers had been reviewed by Dr. Charles Lyford and were presented for approval.</p>	<p>Motion to accept the December 2017 and January 2018 vouchers as presented made by Dr. Charles Lyford; seconded by Gay Bolln. All present approved; motion carried.</p>	<p>FYI</p>
<p>Financials</p>	<p>The November and December 2017 financial and statistical packets were included in the packet. Robert Kayser noted there were 111 total surgeries in December with 43 of those being ortho. December was a record month for the hospital with \$8.7M gross revenue. He reviewed</p>	<p>Motion to accept the November and December 2017 financials as presented made by Dr. Charles Lyford; seconded by Gay Bolln. All present approved; motion carried.</p>	<p>FYI</p>

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

Topic	Discussion	Action Plan	Follow-Up
	and commented on several charts and tables in the packet.		
<b>Old Business:</b>			
Infusion Center Update	Included in CEO Report.		FYI
<b>Foundation Report</b>			
	Included in CEO Report.		FYI
<b>CEO Report</b>			
	<p>Ryan shared the presentation shown at the Employee Forums earlier in the month. It included the following:</p> <ul style="list-style-type: none"> <li>• Foundation Debt Card - .10 for each swipe is given to the Foundation</li> <li>• 50 Families – 66 participants</li> <li>• HCAHPS – MHCC=82%; WY avg.=72%</li> <li>• Economic indicators for oil, coal &amp; taxes</li> <li>• Admissions and Surgery comparison</li> <li>• IV Infusion Center – Karl provided an update. Final plans go to the state for approval on Mon. MHCC is exploring options for providing chemo therapy with Rocky Mountain Oncology.</li> <li>• Drug Diversion Update provided by Cristy, including action taken</li> <li>• CEO Employee Advisory and Provider Compensation Advisory Committee</li> <li>• Pathway to Excellence – Cristy talked about attaining this ANCC designation.</li> </ul>		FYI
<b>New Business:</b>			
Designated Depository	Ryan presented Converse County Bank as a depository for hospital funds. Curt noted that Points West Bank is used for payroll.	Motion to approve Converse County Bank as a hospital depository for 2018 made by Dr. Charles Lyford; seconded by Bobbe Fitzhugh. All present approved; motion carried.	FYI
Annual Review of Policies	Ryan noted that it is necessary to document the	Motion to accept the policies as reviewed	FYI

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

Topic	Discussion	Action Plan	Follow-Up
and Procedures	review of all policies and procedures that are in place at MHCC, OTRHC and RCRHC by the MHCC Board of Trustees at the beginning of each calendar year.	and document 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 relate to the critical care access hospitals (CAH) designation made by Dr. Charles Lyford; seconded by Bobbe Fitzhugh. All present approved; motion carried.	
<b>Events and Educational Opportunities</b>			
	Annual AHA Rural Health Care Leadership Conf.; Feb. 4-7 in Phoenix, AZ.	Elaine had previously emailed travel and registration arrangements. Paper copy was also distributed.	FYI
<b>Executive Session</b>			
		It was moved by Robert Kayser; seconded by Dr. Charles Lyford to adjourn to Executive Session at 7:00pm 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 7:09pm.	
Credentials	<p>Dr. Engle presented the following credentialing activity for approval:</p> <ul style="list-style-type: none"> <li>➤ <i>Todd Hammond, MD</i> – recommended for provisional outpatient clinical privileges (Anesthesiology-Pain Mgmt.)</li> <li>➤ <i>Ronald Iverson, MD</i> – recommended for provisional contract privileges (Emergency Medicine)</li> <li>➤ <i>Dhruv Joshi, MD</i> – recommended for provisional contract privileges (eICU-Avera)</li> <li>➤ <i>Michael Rozenfeld, DO</i> – recommended for provisional contract privileges (Teleradiology-Stat Rad)</li> <li>➤ <i>Eric Sawyers, MD</i> – recommended for provisional outpatient clinical privileges (Nephrology)</li> <li>➤ <i>Matthew Thomson, MD</i> – recommended for provisional contract privileges (Teleradiology-Stat</li> </ul>	Motion to approve the credentials as presented, based upon the recommendation of the medical staff, made by Dr. Charles Lyford; seconded by Bobbe Fitzhugh. All present approved; motion carried.	FYI



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

Topic	Discussion	Action Plan	Follow-Up
	<p>Rad)</p> <ul style="list-style-type: none"> <li>➤ <i>Nha Tran, MD</i> – recommended for provisional contract privileges (Teleradiology-StatRad)</li> <li>➤ <i>Steven Beer, MD</i> – recommended for reappointment of outpatient clinical privileges (Neurosurgery)</li> <li>➤ <i>Craig Capron, DPM</i> – recommended for reappointment of AHP privileges (Podiatry)</li> <li>➤ <i>Baruch Goldstein, MD</i> – recommended for reappointment of contract privileges (eICU-Avera)</li> <li>➤ <i>Jonathan Grosdidier, MD</i> – recommended for reappointment of active staff privileges (General Surgery)</li> <li>➤ <i>Philip Haberman, MD</i> – recommended for reappointment of consulting privileges (Pathology)</li> <li>➤ <i>Mihaela Ivan, MD</i> – recommended for reappointment of contract privileges (eICU-Avera)</li> <li>➤ <i>Jan Levora, MD</i> – recommended for reappointment of contract privileges (eICU-Avera)</li> <li>➤ <i>Tzvi Neuman, DO</i> – recommended for reappointment of contract privileges (eICU-Avera)</li> <li>➤ <i>Arvin Santos, MD</i> – recommended for reappointment of contract privileges (eICU-Avera)</li> <li>➤ <i>Jared Hall, DO</i> – recommended for conclusion of provisional period (Emergency Medicine)</li> <li>➤ <i>Eric Linford, MD</i> – recommended for conclusion of provisional period (Orthopedic Surgery)</li> <li>➤ <i>Ethan O'Connell, MD</i> – recommended for conclusion of provisional period (Emergency Medicine)</li> <li>➤ <i>Melissa Quinn, FNP</i> – recommended for conclusion of provisional period (FNP – MOB)</li> <li>➤ <i>Sheena Snyder, NP</i> – recommended for conclusion of provisional period (AHP-Ortho Surgery)</li> <li>➤ <i>Daniel White, MD</i> – recommended for conclusion of provisional period (Orthopedic Surgery)</li> </ul>		

**Adjournment:** Robert Kayser asked if there was any objection to adjournment. There was none, the meeting was adjourned at 7:10pm.

Minutes typed by Elaine Litwiller subject to corrections.

Approved By:   
Bobbe Fitzhugh, Board Secretary

Date: 2/28/18