

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

**Date:** July 25, 2018

**Time:** 5:35pm

**Location:** Boardroom

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

Ryan Smith; Cristy Cobb; Dave Patterson; Karl Hertz; James Morgan, MD; Terry Moss; James Hardee, Hospital Attorney; Brian Retherford, MD; Roberto Fars, MD; Adam Blaine, Med Student

**Absent:** Curt Dugger; Deeanne Engle, MD; Jennifer Rinn

**Call to Order:** Robert Kayser

**Agenda:** Reviewed and approved

**Previous Minutes:** Motion to approve the June 27, 2018 minutes made by Dr. Charles Lyford; seconded by Bobbe Fitzhugh. All present approved; motion carried.

Topic	Discussion	Action Plan	Follow-Up
Election of Officers	After the appointment/reappointment of a member to the Board of Trustee's, the board must elect from its membership, a Chairman, Vice-Chairman, Secretary and a Treasurer. Bobbe Fitzhugh's term was renewed for five years by the County Commissioners. Gay Bolln reported that the nominating committee had met and made their recommendations. Robert Kayser commented that the Board should begin discussing succession planning and review the strategic plan.	Motion to nominate: Robert Kayser, President (1 yr only); Bobbe Fitzhugh, Vice President; Dr. Charles Lyford, Secretary; and Nick Linford, Treasurer for the 2018-2019 fiscal year made by Gay Bolln; seconded by Dr. Charles Lyford.	FYI
<b>Introduction of Guests</b>			
	Robert Kayser introduced Dr. Michelle Neice, and her family, who is an internal medicine candidate from Florida.  Dr. Morgan introduced Adam Blaine, who is a WWAMI Trust medical student.		FYI
<b>Public Presentations and Comment</b>			
	None		
<b>Strategic Plan</b>			

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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 4 <sup>th</sup> quarter of FY18 were included in the packet along with the new BODES. Ryan noted it is the first time in 15 quarters we didn't achieve the patient satisfaction target. Karl and Cristy talked about plans to address the lower scores. Cristy noted the high RN turnover on the inpatient floor. She also noted all the new challenges in the Surgery Dept. with new providers could be affecting their scores. In reference to the ER score, Cristy noted there is often variability depending on the provider and staff on duty. She plans to research the ER patient satisfaction scores according to provider. Cristy summarized the two HAI cases. Ryan talked about the increase in employee turnover. He noted that Frank Wiederrecht is now checking on new employees after their first 30 days. Cristy talked about the new 12-week SOAR orientation class. Ryan addressed the other targets not met.		FYI
Performance Plan and Incentive Chart	The current quarter Performance Plan and Incentive Chart was included in the packet.		FYI
<b>Consent Approval:</b>			
Write-Offs	June 2018 write-offs in the amount of \$174,633.64 and indigent care in the amount of \$675,125.36 were presented for approval.	Motion to accept the June 2018 write-offs and indigent care as presented made by Dr. Charles Lyford; seconded by Gay Bolln. All present approved; motion carried.	FYI
Vouchers	The July 2018 vouchers had been reviewed by Dr. Charles Lyford and were presented for	Motion to accept the July 2018 vouchers as presented made by Dr. Charles Lyford;	FYI

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	approval.	seconded by Gay Bolln. All present approved; motion carried.	
Financials	The June 2018 financial and statistical packets were included in the packet. Robert Kayser distributed copies of an article on cost control. He also reviewed the Operating Revenue vs. Operating Expenses chart. The operating loss for FY18 was \$3.2M.	Motion to accept the June 2018 financials as presented made by Dr. Charles Lyford; seconded by Gay Bolln. All present approved; motion carried.	FYI
<b>Old Business:</b>			
Ambulance Garage and Infusion Center Update	Karl shared a presentation to update the group on the progress on the ambulance garage and infusion center. He noted that the Commissioners have agreed to provide \$250,000 for the garage. The final plan will be for a single bay structure. The dry wall in the infusion center is done and the work continues to be ahead of schedule. Rocky Mountain Oncology has returned the contract without the non-compete clause.		FYI
Service Line Update	Ryan reported that Dr. Beer performed 5 surgeries last week. He will return 8/3 and is hoping for 6 that day. Dr. Freeman saw 12 patients in Torrington today. Dr. Schubert has seen patients in Douglas and will see patients next week in Casper. He will also have clinic in the Murphy building in Gillette. Terry is working to finalize a location in Riverton. Dr. Odone will start in October. Dr. Yutani is developing a schedule that will use our radiologists after hours instead of Stat Rad. Ryan reported he is close to signing an agreement with Dr. Murphy paying only work RVUs similar to Dr. Beer. Robert Kayser commented on the difference with MD Anesthesiologists and CRNAs. He suggested it	Motion to authorize the CEO to complete the RVU contract negotiation with Dr. Mark Murphy made by Dr. Charles Lyford; seconded by Gay Bolln. All present approved; motion carried.	FYI

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	may be a good idea to this specialty in the future. Ryan commented that he is working with our CRNAs to be open to allowing the two MD anesthesiologists from Casper (Drs. Whipple and Birch) come to assist Dr. Murphy. Ryan also reported he is working with a urologist in Blackfoot, ID who will visit August 16.		
<b>Foundation Report</b>			
	Elaine distributed copies of the Boots 'n' Bling save-the-date card and the 50 Families enrollment form. Karl reported the golf tournament went well. There were over 100 people and they made over \$13,000.		FYI
<b>CEO Report</b>			
	None		FYI
<b>New/Business:</b>			
FY18 Incentive Plan Results	A summary report of the FY18 Incentive Plan was included in the packet. It was noted the FY18 incentive payout is 80%.	Motion to approve the FY18 Incentive Plan payout as presented at 80% made by Dr. Charles Lyford; seconded by Nick Linford. All present approved; motion carried.	FYI
FY19 Proposed Incentive Plan	The proposed FY19 Incentive Plan was included in the packet. Ryan reviewed the proposal. The core measures for FY19 are: no elective deliveries prior to 39 weeks; newborn hearing screens; ER AMI and scanning rates. Sepsis and pneumonia are being removed. Cristy talked about the daily monitoring of scanning rates and overrides. The group discussed whether the Incentive Plan actually incentivizes behavior changes in the staff.	Motion to approve the FY19 Incentive Plan as proposed made by Dr. Charles Lyford; seconded by Bobbe Fitzhugh. All present approved; motion carried.	FYI
Dolly Thompson Property	Robert Kayser reported that the hospital has been approached to purchase the property currently	Motion to authorize the CEO to negotiate the purchase of 517 Oak Street property for the	FYI

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	owned by Dolly Thompson which is located at 517 Oak Street. He also suggested recognizing Dolly for her many years of service and asked the group for ideas.	appraised value made by Robert Kayser; seconded by Bobbe Fitzhugh. All present approved; motion carried.	
<b>Events and Educational Opportunities</b>			
	WHA Annual Convention in Laramie, September 5-7.		FYI
<b>Executive Session</b>			
		It was moved by Robert Kayser; seconded by Dr. Charles Lyford to adjourn to Executive Session at 7:19pm 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 7:23pm.	
Credentials	<p>Dr. Retherford presented the following credentialing activity for approval:</p> <p><b>INITIAL APPOINTMENTS</b>  <i>Brenda Barker, FNP-C</i> – requesting provisional AHP privileges (Family Nurse Practitioner-Ribnik)  <i>Jeffrey Cohen, MD</i> – requesting provisional consulting privileges (Neuromonitoring Services)  <i>Joseph Jares, III, MD</i> – requesting provisional consulting privileges (Neuromonitoring Services)  <i>Watcharasarn Rattananan, MD</i> – requesting provisional consulting privileges (Neuromonitoring Services)  <i>Eric Schubert, MD</i> – requesting provisional active staff privileges (Neurosurgery)  <i>Jon Tippin, MD</i> – requesting provisional consulting privileges (Neuromonitoring Services)</p> <p><b>REAPPOINTMENTS</b>  <i>Sheila Sterkel, PA-C</i> – requesting reappointment of AHP privileges (Physician Assistant)  <i>David Wheeler, MD</i> – requesting reappointment of</p>	Motion to approve the credentials as presented, based upon the recommendation of the medical staff, made by Dr. Charles Lyford; seconded by Gay Bolln. All present approved; motion carried.	FYI

