

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

Date: April 26, 2017

Time: 5:36pm

Location: Hospital Boardroom

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

Ryan Smith; Cristy Cobb; Karl Hertz; James Morgan, MD; Curt Dugger; Dave Patterson; Deeanne Engle, MD; Brian Retherford, MD; Terry Moss; Missy Swanson; Jennifer Rinn; Kasey Powell, Curtis Schmidt

Absent: James Hardee, Hospital Attorney

Call to Order: Robert Kayser

Agenda: Reviewed and approved

Previous Minutes: Motion to approve the March 22, 2017 minutes made by Bobbe Fitzhugh; seconded Dr. Charles Lyford. All present approved; motion carried.

Topic	Discussion	Action Plan	Follow-Up
Introduction of Guests			
	Robert Kayser introduced Jennifer Rinn, the new Foundation Director. He also noted that Kasey Powell, Educator Coordinator, was present to address the group.		FYI
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 first quarter of 2017 were included in the packet. Cristy and Kasey shared an update on catheter competency and education as a result of the video of Mr. Curry. Ryan noted the success this year with flu immunizations. Karl talked about the issues being addressed to improve outpatient satisfaction scores, including the registration process and pay scale concerns among Radiology staff. Missy talked about the HAIs and shared that Giselle Grimes is researching the demographics for the HAI patients to look for trends. Missy also		FYI

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Balanced Scorecard & BODES (cont'd)	shared that Giselle plans to have patients participate in the monthly hand hygiene surveillance. Cristy shared that she and Maureen Crane are trying to educate the nursing staff about the importance of continuum of care between areas.		FYI
Performance Plan & Incentive Chart	The current Performance Plan and Incentive Chart were included in the packet.		FYI
Consent Approval:			
Write-Offs	March 2017 write-offs in the amount of \$739,687.89 and indigent care in the amount of \$904,055.23 were presented for approval.	Motion to accept the March 2017 write-offs and indigent care as presented made by Dr. Charles Lyford; seconded by Gay Bolln. All present approved; motion carried.	FYI
Vouchers	The April 2017 vouchers had been reviewed by Dr. Charles Lyford and were presented for approval.	Motion to accept the April 2017 vouchers as presented made by Dr. Charles Lyford; seconded by Gay Bolln. All present approved; motion carried.	FYI
Financials	The March 2017 financial and statistical packet was included in the packet. Robert Kayser commented on the decrease in patient volume at the clinics and ortho surgeries. He also noted that a couple of bills for deceased patient had to be written off. He also noted our lack of ability to cost shift to insurance companies. The hospital is mandated by law to care for the indigent but there is no reimbursement mechanism which is a significant issue due to our narrow operating margin. Ryan explained the issues resulting from the interim cost report regarding our switch from Vancomycin to Daptomycin. It is expected this will cause repayment to Medicare since our cost for the drug is low through the 340b program.	Motion to accept the March 2017 financials as presented made by Dr. Charles Lyford; seconded by Gay Bolln. All present approved; motion carried.	FYI

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Old Business:			
ED/MRI Update	Karl shared a presentation to update the group on the ED and MRI projects. He talked about the steps taken to relocate the ED to the PACU during the remodel. Construction of the MRI vestibule has been approved by the state and the project should start on 5/12. \$380,567 has been raised so far from donations!		FYI
Foundation Report			
	Jen talked about her first two weeks getting oriented in the position. She reported the date and location for Denim and Diamonds has changed. The event will take place in October at a local venue.		FYI
CEO Report			
	Ryan noted that it was Administrative Professionals Day and gave kudos to Elaine for her work for the hospital and Board. Ryan shared the presentation he was sharing this week at Employee Forums. He noted that it is Lab and Healthcare Volunteer Week. Hospital week is May 8-12 and several events are planned. (See list of events in packet.) Temberly Long, DNP has replaced Shelly Owen at the clinic in Glenrock. The presentation also included information on the decrease in both general and orthopedic surgeries this fiscal year. Ryan and Cristy both commented on the cooperativeness of staff when asked to function in a different role and/or assume additional duties in an effort to avoid layoffs. Ryan summarized the upcoming changes to the employee health plan to maintain the 80/20 cost split – 5% premium increase, increased deductible and decreased co-insurance.		FYI

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CEO Report (cont'd)	Ryan also talked about leadership and financial issues at other area hospitals.		FYI
New Business:			
FY18 Budget	The proposed FY18 Annual Budget and supporting documents were included in the meeting packet. Robert Kayser reviewed the Budget Assumptions. The group discussed the effect of the attrition on staff morale and the effect of the lower staff morale on patient satisfaction. Cristy shared daily staffing issues and attempts to address them. She noted plans to improve the cardiac rehab service. The group discussed issues related to navigating the hospital through what is projected to be a challenging year financially. Dr. Charles Lyford suggested re-examining a mental health program. He also commented on exploring the uses of smart phone technology to better treat patients with diabetes or who are hypotensive.	Motion to approve the proposed FY18 annual budget made by Dr. Charles Lyford; seconded by Bobbe Fitzhugh. All present approved; motion carried.	FYI
Events and Educational Opportunities			
	WHA Trustee Education Program in Casper on May 19.	Elaine has registered Ryan Smith, Gay Bolln, Bobbe Fitzhugh and Dr. Charles Lyford.	FYI
Executive Session			
		It was moved by Robert Kayser; seconded by Dr. Charles Lyford to adjourn to Executive Session at 7:38pm 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 7:55pm.	
Credentials	Dr. Engle presented the following credentialing activity for approval. <ul style="list-style-type: none"> ➤ <i>George Girardi, MD</i> – recommended for provisional outpatient clinical privileges (Anesthesiology) ➤ <i>Matthew Gorman, MD</i> – recommended for 	Motion to approve the credentials as presented, based upon the recommendation of the medical staff, made by Bobbe Fitzhugh; seconded by Dr. Charles Lyford. All present approved; motion carried.	FYI

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	<p>provisional outpatient clinical privileges (Orthopedic Surgery)</p> <ul style="list-style-type: none"> ➤ <i>Jared Hall, DO</i> – recommended for provisional contract privileges (Emergency Medicine) ➤ <i>Temberly Long, DNP</i> – recommended for provisional AHP privileges (Nurse Practitioner – Glenrock) ➤ <i>Matthew Mitchell, MD</i> – recommended for provisional outpatient clinical privileges (Orthopedic Surgery) ➤ <i>Oleg Ivanov, MD</i> – recommended for reappointment of outpatient clinical privileges (Cardiology) ➤ <i>William White, MD</i> – recommended for reappointment of active staff privileges (General Surgery) ➤ <i>Ever Luizaga-Coca, MD</i> – recommended for conclusion of provisional contract staff privileges (Avera eICU) 		
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Adjournment: Robert Kayser asked if there was any objection to adjournment. There was none, the meeting was adjourned at 7:56pm. Minutes typed by Elaine Litwiller subject to corrections.

Approved By: 
 Bobbe Fitzhugh, Board Secretary

Date: 5/30/17