

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

Date: April 25, 2018

Time: 5:30pm

Location: Boardroom

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

Ryan Smith; Dave Patterson; Cristy Cobb; Karl Hertz; James Morgan, MD; Curt Dugger; Brian Retherford, MD; Terry Moss; Jennifer Rinn, Peter Wilcox (med student); Connor Patterson (H.S. student); Roberto Fars, MD

Absent: Deeanne Engle, MD; James Hardee, Hospital Attorney

Call to Order: Robert Kayser

Agenda: Reviewed and approved

Previous Minutes: Motion to approve the March 28, 2018 minutes made by Dr. Charles Lyford; seconded Nick Linford. All present approved; motion carried.

Topic	Discussion	Action Plan	Follow-Up
Introduction of Guests			
	Dr. James Morgan introduced the med student, Peter Wilcox. Robert Kayser introduced Connor Patterson, who was attending as part of his high school class assignment. He noted Connor's legacy being the grandson of Dr. Dennis Yutani and son of Dave Patterson, CIO.		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 new Balanced Scorecard and BODES for the third quarter were included in the packet. Ryan reviewed each benchmark. Ryan noted a probable discrepancy with the outpatient volume growth figure due to the Meditech conversion. He shared that a contract for a remote coder has been signed to reduce unbilled charges. Curt noted that the cash on hand goal has already been reached for April.		FYI

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Performance Plan and Incentive Chart	The current quarter Performance Plan and Incentive Chart was included in the packet.		FYI
Consent Approval:			
Write-Offs	March 2018 write-offs in the amount of \$177,553.64 and indigent care in the amount of \$791,263.27 were presented for approval.	Motion to accept the March 2018 write-offs and indigent care as presented made by Dr. Charles Lyford; seconded by Bobbe Fitzhugh. All present approved; motion carried.	FYI
Vouchers	The April 2018 vouchers had been reviewed by Dr. Charles Lyford and were presented for approval.	Motion to accept the April 2018 vouchers as presented made by Dr. Charles Lyford; seconded by Bobbe Fitzhugh. All present approved; motion carried.	FYI
Financials	The March 2018 financial and statistical packets were included in the packet. Robert Kayser distributed a handout which included Budget Assumptions for FY19, FY19 Income Statement Summary, Ambulance Income Summary, FTE Comparison and Capital Requests. Curt reviewed the assumptions. Robert Kayser reviewed several items on the Income Statement Summary. Curt reviewed the items on the Capital Budget.	Motion to accept the March 2018 financials as presented made by Dr. Charles Lyford; seconded by Bobbe Fitzhugh. All present approved; motion carried. Motion to approve the preliminary FY19 budget as presented made by Gay Bolln; seconded by Dr. Charles Lyford. All present approved; motion carried.	FYI
Old Business:			
Infusion Center Update	Karl shared a presentation to update the group on the status of the ambulance enclosure and the infusion center. The projected start date for the ambulance enclosure is July 1. The open house for the infusion center is still projected for October. Karl also shared the recent progress with Rocky Mountain Oncology. The hospital anticipates leasing space to them for chemo infusions. Karl also reported on recent process improvement work in Radiology and Lab.		FYI
Foundation Report			
	Jen shared the following event dates:		FYI

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	<ul style="list-style-type: none"> ★ 50 Families Afterhours Event – June 6 at Morton Mansion at 5pm ★ Golf Tournament – July 7 ★ Boots –n- Bling – Oct. 6 <p>Jen distributed a flyer suggesting ways to support the Foundation. She shared her efforts to network with larger corporations.</p>		
CEO Report			
	<p>Ryan shared a summary of the presentations given to Med Staff last week and the Employee Forums this week. He noted specific changes to the PTO and EIB programs. Ryan also shared that an ENT physician from Casper has expressed interest following the sale of Mountain View to WMC. Terry announced that Premier Bone and Joint will no longer come to Douglas. The presentation also included an update on the drug diversion. Ryan noted the hospital's refusal to provide diversion records requested by a lawyer in Cheyenne (Moats). Cristy updated the group on the activities of the Shared Governance groups. These meetings are the initial step to attaining the Pathway to Excellence designation. Also included was a comparison of service lines for the first nine months of the past three fiscal years. Ryan also shared some data from IHS showing improved health markers for hospital employees.</p>		FYI
New Business:			
	None		FYI
Events and Educational Opportunities			
	Robert Kayser and Karl Hertz will attend the WHA Spring CEO/Trustee Education Meeting in		FYI

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Topic	Discussion	Action Plan	Follow-Up
	Lander May 17.		
Executive Session			
		It was moved by Robert Kayser; seconded by Dr. Charles Lyford to adjourn to Executive Session at 7:17pm 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 7:43pm.	
Credentials	<p>Dr. Retherford presented the following credentialing activity for approval:</p> <p><u>INITIAL APPOINTMENTS</u> <i>Cesar Garcia, PA-C</i> – recommended for provisional AHP privileges (Outpatient Clinical)</p> <p><u>REAPPOINTMENTS</u> <i>Ryan Benson, MD</i> – recommended for reappointment of contract privileges (Emergency Medicine) <i>Sean Beyer, MD</i> – recommended for reappointment of contract privileges (Emergency Medicine) <i>Lew Cooksey, PA-C</i> – recommended for reappointment of AHP privileges (PA-Urgent Care) <i>Athos Rassias, MD</i> – recommended for reappointment of contact privileges (Avera eICU) <i>David Tarullo, MD</i> – recommended for reappointment of contract privileges (Emergency Medicine)</p> <p><u>PROVISIONAL CONCLUSION</u> <i>Elisabeth Chapaton-Rivard, MD</i> – recommended for conclusion of provisional period (Avera eICU) <i>Husam Elkambergy, MD</i> – recommended for conclusion of provisional period (Avera eICU) <i>Reddy Singasani, MD</i> – recommended for conclusion of provisional period (Avera eICU)</p> <p><u>ADDITIONAL PRIVILEGES</u> <i>Alexander Lansang, MD</i> – approved for additional privileges for Emergency Medicine (Active Staff)</p>	Motion to approve the credentials as presented, based upon the recommendation of the medical staff, made by Dr. Charles Lyford; seconded by Nick Linford. All present approved; motion carried.	FYI

Adjournment: Robert Kayser asked if there was any objection to adjournment. There was none, the meeting was adjourned at 7:44pm.

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Minutes typed by Elaine Litwiller subject to corrections.

Approved By: Bobbe Fitzhugh
Bobbe Fitzhugh, Board Secretary

Date: 6/27/18