

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

**Date:** December 6, 2017

**Time:** 5:30pm

**Location:** Boardroom

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

Ryan Smith; Cristy Cobb; Karl Hertz; James Morgan, MD; Curt Dugger; Dave Patterson; Deeanne Engle, MD; Brian Retherford, MD; Mark Campbell, MD; Roberto Fars, MD; Terry Moss; Jennifer Rinn; James Hardee, Hospital Attorney; Curtis Schmidt

**Call to Order:** Robert Kayser

**Agenda:** Reviewed and approved

**Previous Minutes:** Motion to approve the October 25, 2017 minutes made by Dr. Charles Lyford; seconded Colleen Bolte. All present approved; motion carried.

Topic	Discussion	Action Plan	Follow-Up
<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 third quarter of 2017 were again included in the packet.		FYI
Performance Plan and Incentive Chart	The current quarter Performance Plan and Incentive Chart were included in the packet.		FYI
<b>Consent Approval:</b>			
Write-Offs	October 2017 write-offs in the amount of \$55,749.38 and indigent care in the amount of \$392,146.92 were presented for approval.	Motion to accept the October 2017 write-offs and indigent care as presented made by Dr. Charles Lyford; seconded by Bobbe Fitzhugh. All present approved; motion carried.	FYI
Vouchers	The November 2017 vouchers had been reviewed by Dr. Charles Lyford and were presented for approval.	Motion to accept the November 2017 vouchers as presented made by Dr. Charles Lyford; seconded by Bobbe Fitzhugh. All present approved; motion carried.	FYI

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Topic	Discussion	Action Plan	Follow-Up
Financials	<p>The October 2017 financial and statistical packet was included in the packet. Curt reported that net revenue for November is projected to exceed \$8M. He also reported on steps being taken to address unbilled receivables and explained the goals of the group – 1300 accounts. They are currently at 2000 which is down from 2600. Curt reported a cash build for November of \$400,000. Ryan commented on the \$700,000 payment to Medicare in October and noted there will be another payment in December of \$500,000 then we'll receive \$1M in February. Curt reported that Mike Cometto, auditor, recommended the \$500,000 donation for the ER remodel from the Foundation be moved to receivables for the previous fiscal year. Robert Kayser expressed concern with a conflict of 501c3 regulations. The group decided this should be addressed with Mike Cometto when he is present to present the final audit report.</p>	<p>Motion to accept the October 2017 financials as presented made by Dr. Charles Lyford; seconded by Bobbe Fitzhugh. All present approved; motion carried.</p>	<p>FYI</p>
<b>Old Business:</b>			
Infusion Center Update	<p>Karl shared the presentation shown at the County Commissioners lunch earlier in the day. He reported that the narrative for the 1930 sq. ft. space has been approved by the state. The shell space has been cleaned out. Plans are to submit the final narrative to the state by 12/21 following today's requested revisions by the family. They hope to have an open house on 7/10/18 – Stella's birthday. Karl shared that administration will meet with Rocky Mtn. Oncology next Wed. to discuss partnering with them to offer chemotherapy infusions. Karl noted there were 116 infusions in November and 134 in October.</p>		<p>FYI</p>

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<b>Topic</b>	<b>Discussion</b>	<b>Action Plan</b>	<b>Follow-Up</b>
	Karl shared that Tom Holt has received grant money to set up a work site wellness center in the former administrative suite.		
<b>Foundation Report</b>			
	Jen shared a handout for the new Converse County Bank loyalty card that benefits health care in Converse County. The bank will donate five cents for each swipe. Jen reported that the 50 Families program now includes 63 families.		FYI
<b>CEO Report</b>			
	Ryan reviewed the Yellowstone Value Statement and Risk Management Executive Summary which had been included in the packet.		FYI
<b>New Business:</b>			
Mineral Rights	Robert Kayser shared a handout detailing the proposed mineral rights lease to Anadarko Petroleum and suggested Board resolution. Robert Kayser also inquired how the other members felt about selling the hospital's mineral rights. The consensus was not to sell any rights.	Motion to approve the Board resolution as submitted by Robert Kayser made by Bobbe Fitzhugh; seconded by Dr. Charles Lyford. All present approved; motion carried.	FYI
Colleen Bolte Retirement	Robert Kayser, on behalf of the hospital, presented Colleen Bolte with a plaque, flowers and card on the occasion of her retirement from the Board.		
<b>Events and Educational Opportunities</b>			
	None		FYI
<b>Executive Session</b>			
		It was moved by Robert Kayser; seconded by Dr. Charles Lyford to adjourn to Executive Session at 6:28pm 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 6:41pm.	

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Topic	Discussion	Action Plan	Follow-Up
Credentials	<p>Dr. Engle presented the following credentialing activity for approval:</p> <ul style="list-style-type: none"> <li>➤ <i>Roslinde Collins-Gibbard, MD</i> – recommended for provisional contract privileges (eICU)</li> <li>➤ <i>Patrick Henderson, MD</i> – recommended for provisional contract privileges (Stat Rad)</li> <li>➤ <i>Omid Jafari, MD</i> – recommended for provisional contract privileges (Stat Rad)</li> <li>➤ <i>David Karlin, MD</i> – recommended for provisional contract privileges (Stat Rad)</li> <li>➤ <i>Lakshmipriya Kasirajan, MD</i> – recommended for provisional contract privileges (eICU)</li> <li>➤ <i>Daniel Sheibley, MD</i> – recommended for provisional contract privileges (Stat Rad)</li> <li>➤ <i>Katharine Yoler, MD</i> – recommended for provisional contract privileges (Stat Rad)</li> <li>➤ <i>Roberto Fars, MD</i> – recommended for reappointment of active privileges (Internal Medicine)</li> <li>➤ <i>Norman Imes, MD</i> – recommended for reappointment of consulting privileges (Sleep Medicine)</li> </ul>	<p>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.</p>	FYI

**Adjournment:** Robert Kayser asked if there was any objection to adjournment. There was none, the meeting was adjourned at 6:42pm. Minutes typed by Elaine Litwiller subject to corrections.

Approved By:   
Bobbe Fitzhugh, Board Secretary

Date: 1/24/18