

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

Date: December 12, 2018

Time: 5:26pm

Location: Boardroom

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

Ryan Smith; Cristy Cobb; Dave Patterson; Karl Hertz; James Morgan, MD; Curt Dugger; Terry Moss; Deeanne Engle, MD; Brian Retherford, MD; Mark Campbell, MD; Dennis Yutani, MD; James Hardee, Hospital Attorney; Jennifer Rinn; Wade Burback (guest)

Absent:

Call to Order: Robert Kayser

Agenda: Reviewed and approved

Previous Minutes: Motion to approve the October 24, 2018 minutes made by Dr. Charles Lyford; seconded by Bobbe Fitzhugh. All present approved; motion carried.

Topic	Discussion	Action Plan	Follow-Up
Introduction of Guests			
	James Hardee introduced the new associate hired for his local office, Wade Burback.		FYI
Public Presentations and Comment			
	None		
Audit Presentation			
	Robert Kayser noted that, due to the inclement weather, Mike Cometto was not able to attend to present the audit report. He noted it was a clean audit and a clean report. He asked the Board to review the report for an approval vote in January.		Approval vote in January
Meeting Dedication			
	In recognition of his 20 years of loyal service to the hospital and acknowledgement of his last meeting as CFO, Robert Kayser dedicated the meeting to Curt Dugger. Jim Cussins has been hired as the new CFO and will start in January.		FYI
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

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Balanced Scorecard & BODES	The Balanced Scorecard and BODES for the 1 st quarter of FY19 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. Ryan discussed the current Performance Plan and shared some recent issues related to patient satisfaction. Robert Kayser commented that the hospital has experienced four months of positive net income. Karl noted that the daily outpatient huddles continue and are led by Dave Patterson. He also shared that, due to patient comments, the waiting area furniture is being evaluated for replacement. Cristy talked about how the increase in the type and number of surgeries affects patients' experience.		FYI
Consent Approval:			
Write-Offs	October 2018 write-offs in the amount of \$224,915.80 and indigent care in the amount of \$818,061.18 were presented for approval.	Motion to accept the October 2018 write-offs and indigent care as presented made by Nick Linford; seconded by Dr. Charles Lyford. All present approved; motion carried.	FYI
Vouchers	The November 2018 vouchers had been reviewed by Nick Linford and were presented for approval. He noted that he, Robert Kayser, Ryan and Curt had met recently to discuss accounts receivable and other financial matters.	Motion to accept the November 2018 vouchers as presented made by Nick Linford; seconded by Dr. Charles Lyford. All present approved; motion carried.	FYI
Financials	The October 2018 financial and statistical packets were included in the packet. Robert Kayser commented that the hospital has had 2 months of gross patient revenue over \$10M. He also shared copies of Moody and Fitch articles predicting a dire outlook for hospitals in 2019.	Motion to accept the October 2018 financials as presented made by Nick Linford; seconded by Dr. Charles Lyford. All present approved; motion carried.	FYI
Old Business:			

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Ambulance Garage and Infusion Center Update	Karl shared a presentation to update the group on the infusion center and ambulance garage. The infusion center is open and seeing patients every day. The total cost of the project is just over \$1.3M. Cristy continues to discuss logistics of providing chemo therapy with Rocky Mountain Oncology. Karl noted that the city has approved the helical screws and we are waiting on the rebar to be the concrete work. The ambulance enclosure is complete. Provisionally, the garage should be finished by the end of February.		FYI
Foundation Report			
	Jenn reported that she has been working on the annual giving statements which will go out in January. The new flex is in service!		FYI
CEO Report			
	Ryan reported that two MD anesthesiologists, Drs. Whipple and Birch from Casper, have been hired and will start in March. Each will work 26 weeks per year. Dr. Mark Dunhill, who is a possible ER provider replacement for Dr. Boulter, toured the facility during the Thanksgiving holiday. Dr. Jones began holding a urology clinic every other Wed. in November. Dr. Trojan will begin urology procedures one Wed. per month in January. Ryan also shared a table showing surgical technical fees. He commented on how the cost structure from the new surgeries will affect our Medicare reimbursement. His presentation also displayed the surgery fees by zip code and Ryan noted that 57% are outside of the Douglas zip code. Ryan noted that purchase of the Woods Bldg. is still under negotiation.		FYI

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	They are trying to sell all three buildings they own. Ryan presented the rationale for changing liability carriers from Yellowstone to CHI. He noted that the annual premium increased each year even though they had only paid \$30,000 over the \$50,000 deductible one time. The new insurance will not have a deductible and the premium will be \$200,000 lower.		
Events and Educational Opportunities			
	All arrangements have been made for the Board, Ryan and Jim Cussins to attend the 32 nd Annual Rural Health Care Leadership Conference in Phoenix, AZ, February 3-6, 2019.		FYI
Executive Session			
		It was moved by Robert Kayser; seconded by Dr. Charles Lyford to adjourn to Executive Session at 6:47pm 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 6:54pm.	
Credentials	<p>Dr. Engle presented the following credentialing activity for approval:</p> <p><u>INITIAL APPOINTMENTS</u></p> <p>Nyasha Bullock, MD – recommended for provisional consulting privileges (Pathology)</p> <p>Todd Hansen, MD – recommended for provisional active staff privileges (Urology)</p> <p>John Paul Jones, III, MD – recommended for provisional active staff privileges (Urology)</p> <p>Razi Saydjari, MD – recommended for provisional active staff privileges (General Surgery)</p> <p>Aaron Schilling, MD – recommended for provisional AHP privileges (Physician Assistant)</p> <p>Shelly Springer, MD, JD – recommended for</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

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	<p>courtesy privileges (Pediatrics) Brandon Trojan, MD – recommended for provisional active staff privileges (Urology) <u>REAPPOINTMENTS</u> Jonathan Klein, MD – recommended for reappointment of contract privileges (Avera eICU) Terri Marso, PA-C – recommended for reappointment of AHP privileges (Physician Assistant) Robert Narotzky, MD – recommended for reappointment of active staff privileges (Neurosurgery) Eugene Podrazik, DO – recommended for reappointment of outpatient clinical privileges (Otolaryngology) Kathryn Skuza, MD – recommended for reappointment of active staff privileges (Pediatrics) Chuck Woodruff, CRNA – recommended for reappointment of AHP privileges (Anesthesia) <u>PROVISIONAL CONCLUSION</u> Xavier Garcia-Rojas, MD – recommended for conclusion of provisional period for contract privileges (Teleradiology) Daniel Glass, MD – recommended for conclusion of provisional period for contract privileges (Avera eICU) Dhruv Joshi, MD – recommended for conclusion of provisional period for contract privileges (Avera eICU) Michael Khalili, MD – recommended for conclusion of provisional period for contract privileges (Teleradiology) Kinila Mohan, MD – recommended for conclusion of provisional period for contract privileges (Avera eICU) Aviral Roy, MD – recommended for conclusion of</p>		

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	provisional period for contract privileges (Avera eICU) Theresa Yuh, MD – recommended for conclusion of provisional period for contract privileges (Teleradiology)		

Adjournment: Robert Kayser asked if there was any objection to adjournment. There was none, the meeting was adjourned at 6:54pm. Minutes typed by Elaine Litwiller subject to corrections.

Approved By: *Charles J. Lyford*
 Dr. Charles Lyford, Board Secretary

Date: 1-23-19