

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

Date: January 23, 2019

Time: 5:33pm

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; Jim Cussins; Curt Dugger; Terry Moss; Deeanne Engle, MD; Mark Campbell, MD; Dennis Yutani, MD; James Hardee, Hospital Attorney;

Absent: Jennifer Rinn;

Call to Order: Robert Kayser

Agenda: Reviewed and approved

Previous Minutes: Motion to approve the December 12, 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			
	Robert Kayser introduced the new CFO, Jim Cussins.		FYI
Public Presentations and Comment			
	None		
Audit Presentation			
	Robert Kayser reviewed the audit report with the Board, discussed the conclusions and recommendations and asked for a motion to approve.	Motion to accept the FY18 Audit Report as submitted made by Dr. Charles Lyford; seconded by Gay Bolln. All present approved; motion carried.	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
Balanced Scorecard & BODES	The new Balanced Scorecard and BODES for the 2 nd quarter of FY19 were included in the packet. Ryan noted that the scan rate increased from 72% to 98% during 2018. He discussed the statistical variables behind the patient satisfaction scores. He reported that improvement consultant, Rhonda Costanza, is working in the OR to address issues		FYI

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	with the scheduling process. Cristy gave details of the patient fall that was without injury. Ryan noted there was a patient fall last week with injury. An RCA has been schedule for Monday. Ryan pointed out there were no med errors, HAIs, or never events. Another Press Ganey employee satisfaction survey will be emailed on Feb. 11 and followed by a provider satisfaction survey a few days later. Ryan noted the cash on hand goal is not being met.		
Performance Plan and Incentive Chart	The second and current quarter Performance Plans and Incentive Charts were included in the packet.		FYI
Consent Approval:			
Write-Offs	November 2018 write-offs in the amount of \$183,347.39 and indigent care in the amount of \$690,172.34 were presented for approval. December 2018 write-offs in the amount of \$160,089.96 and indigent care in the amount of \$982,875.01 were also presented for approval.	Motion to accept the November and December 2018 write-offs and indigent care as presented made by Dr. Charles Lyford; seconded by Nick Linford. All present approved; motion carried.	FYI
Vouchers	The December 2018 and January 2019 vouchers had been reviewed by Nick Linford and were presented for approval. He noted an increase in expenses and contractals have improved. Ryan commented that the interim Medicare cost report will be done by the end of the week.	Motion to accept the December 2018 and January 2019 vouchers as presented made by Dr. Charles Lyford; seconded by Nick Linford. All present approved; motion carried.	FYI
Financials	The November and December 2018 financial and statistical packets were included in the packet.	Motion to accept the November and December 2018 financials as presented made by Dr. Charles Lyford; seconded by Nick Linford. All present approved; motion carried.	FYI
Old Business:			

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Ambulance Garage and Infusion Center Update	Karl provided an update on the ambulance garage which has been delayed due to weather. He also reported that discussion continues with Rocky Mountain Oncology regarding how to provide the required medical supervision.		FYI
Foundation Report			
	None		FYI
CEO Report			
	<p>Ryan talked about a recent detox patient who became aggressive with a nurse. The hospitalists are discussing how these patients should be treated so a protocol can be developed. Staff are being urged to push the panic buttons more often and are receiving de-escalation training this week.</p> <p>Ryan recapped the new service lines and noted the MD anesthesiologists will start March 4. Dr. Drumhiller will cover a few ER shifts in late May.</p> <p>Ryan's presentation showed over 160 surgeries each of the last three months. He also provided a breakdown of the current surgical technical charges by provider and by zip. He noted that 58% of surgeries come from outside the county. Operating revenue has been over \$10M the past three months. Ryan shared that he, Terry and Jim had met with representatives from Banner yesterday to discuss possible purchase of the Woods building and MHCC ortho surgeons performing procedures in Wheatland. Ryan also talked about the new wind farm and the hospital's request to the county for some of the tax money</p>		FYI

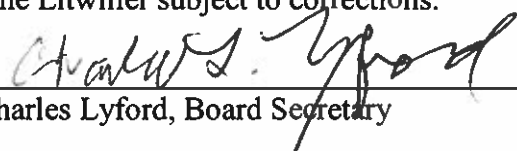
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	vacated by the state. He also reported on the ongoing insect issues in the OR and shared a list of actions taken over the past several years.		
Other	<p>Dr. Charles Lyford shared that UW plans to seek scholarship funding for their PhD in Psychology program.</p> <p>Robert Kayser distributed copies of a list he created of items that have contributed to the success of the hospital.</p>		FYI
Designated Depository	Ryan presented Converse County Bank as a depository for hospital funds. Curt noted that Points West Bank is used for payroll.	Motion to approve Converse County Bank as a hospital depository for 2019 made by Dr. Charles Lyford; seconded by Bobbe Fitzhugh. All present approved; motion carried.	FYI
Signatories	<p>Curt asked the Board to approve the following individuals as signatories on the checking accounts at Converse County Bank and Points West Bank:</p> <p>Robert Kayser Gay Bolln Dr. Charles Lyford Bobbe Fitzhugh Nick Linford Curtis Dugger Ryan Smith Jim Cussins</p>	Motion to approve the signatories as presented made by Bobbe Fitzhugh; seconded by Dr. Charles Lyford. All presented approved; motion carried.	FYI
Events and Educational Opportunities			
	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	

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		Session at 6:53pm 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 6:55pm.	
Credentials	<p>Dr. Engle presented the following credentialing activity for approval:</p> <p><u>REAPPOINTMENTS</u></p> <p><i>Oliver Jeffery, MD</i> – recommended for reappointment of consulting privileges (Neurology)</p> <p>Eric Linford, MD – recommended for reappointment of outpatient clinical privileges (Orthopedics)</p> <p><i>Melissa Quinn-Bulkley, FNP</i> – recommended for reappointment of AHP privileges (Nurse Practitioner)</p> <p><i>Loren Thiel, CRNA</i> – recommended for reappointment of AHP privileges (Anesthesia)</p> <p><u>PROVISIONAL CONCLUSION</u></p> <p><i>Karen Fagin, MD</i> – recommended for conclusion of provisional period for outpatient clinical privileges (Neurosurgery)</p> <p><i>Todd Hammond, MD</i> – recommended for conclusion of provisional period for contract privileges (Pain Management)</p>	Motion to approve the credentials as presented, based upon the recommendation of the medical staff, made by Gay Bolln; 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 6:55pm. Minutes typed by Elaine Litwiller subject to corrections.

Approved By: 
Dr. Charles Lyford, Board Secretary

Date: 2-27-19