

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

Date: September 28, 2016

Location: Hospital Boardroom

Present: Robert Kayser; Bobbe Fitzhugh; Dr. Charles Lyford

Ryan Smith; Karl Hertz; Cristy Cobb; Curt Dugger; James Morgan, MD; Dave Patterson; Deeanne Engle, MD; James Hardee, Hospital Attorney; Brian Retherford, MD; Mark Campbell, MD; Terry Moss; Denise Lyons; Mark Hardee (Guest)

Absent: Gay Bolln; Colleen Bolte

Call to Order: Robert Kayser (Cristy had administered flu shots prior to the meeting.)

Time: 5:44pm

Agenda: Reviewed and approved

Previous Minutes: Motion to approve the August 24, 2016 minutes made by Dr. Charles Lyford; seconded Gay Bolln. All present approved; motion carried.

Topic	Discussion	Action Plan	Follow-Up
Introduction of Guests			
	Mark Hardee, Jim's son was introduced.		FYI
Public Presentations and Comment			
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 second quarter of 2016 were again included in the packet.		FYI
Performance Plan/Hospital Incentive Chart	The current Performance Plan and Incentive Chart were included in the packet. Ryan noted that Phil Schmid will be onsite in October to work with Curt on the cost report. Cristy talked about efforts to adjust nursing staff daily to reduce costs.		FYI
Consent Approval:			
Write-Offs	August 2016 write-offs in the amount of \$117,691.76 and indigent care in the amount of \$678,927.31 were presented for approval.	Motion to accept the August 2016 write-offs and indigent care as presented made by Dr. Charles Lyford; seconded by Bobbe Fitzhugh. All present approved; motion carried.	FYI

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Topic		Action Plan	Follow-Up
Vouchers	The September 2016 vouchers had been reviewed by Dr. Charles Lyford and were presented for approval.	Motion to accept the September 2016 vouchers as presented made by Dr. Charles Lyford; seconded by Bobbe Fitzhugh. All present approved; motion carried.	FYI
Financials	The August 2016 financial and statistical packet was included in the packet. Robert Kayser noted that August was our second highest revenue month with \$8M. He also noted that indigent care was well over the budgeted amount. Curt explained the reduction in 'Other Current Assets' on the Balance Sheet. Robert Kayser commented that hospital revenue has grown from \$7M a year when started on the Board to \$86M now.	Motion to accept the August 2016 financials as presented made by Dr. Charles Lyford; seconded by Bobbe Fitzhugh. All present approved; motion carried.	FYI
Old Business:			
ED Remodel Update	Karl shared a presentation to update the group on the status of the ED remodel. The preliminary review has been approved by the state and we can proceed with the final documents. It has been decided to relocate the ED to a section of the PACU during the remodel. Karl noted this is necessary, even with phasing of the project, which is estimated to take 4-5 months. The Radiology staff lounge will be moved to a room in the Lab and a portion of the waiting room will become a drawing station. Karl also reported on how recent air handler issues caused by new instruments in the Lab will be addressed. He reported there were an average of 5 IV therapies a day in September and noted the need to relocate this service area following the ED remodel.		FYI
New Business:			
State and Life Safety Surveys	The Wyoming Dept. of Health conducted a 5-yr site survey Sept. 12-15 for patient care and life safety regulations. Following receipt of their		FYI

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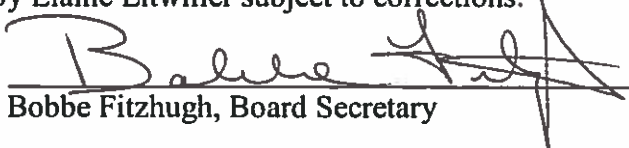
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Topic	Discussion	Action Plan	Follow-Up
	<p>report, the hospital has 10 working days to submit a plan of correction. Cristy noted there are 15 CMS Conditions of Participation and within those 8 standards need correction: swing bed patients; consents; patient care policies; sanitation; surgery; ED; services offered listing; and policy for IT backup. Karl reported the following life safety standards need correction: illuminated exit signage; GFI outlets; door closures; fire drills; sprinkler head obstruction; and possible ambulance garage corrections. He noted this is the first time the ambulance barns have been included in the survey. Terry noted that the Glenrock clinic had a state survey in August and the plan of correction has been submitted.</p>		FYI
Foundation Report			
	<p>Denise shared that she is in the process of converting the donor database from Raisers Edge to eTapistry. She will begin working five grants submissions for the fall. The 2017 Denim and Diamonds committees have already begun to meet.</p>		FYI
CEO Report			
	<p>Ryan reported that, pending Board approval, Dr. Lonnie Teague from Casper will start employment as an ER physician October 1.</p>		FYI
Events and Educational Opportunities			
	<p>A list of upcoming events was included in the packet.</p>		FYI

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Executive Session			
		It was moved by Robert Kayser; seconded by Dr. Charles Lyford to adjourn to Executive Session at 6:20pm pursuant to W.S. §16-4-405(a) (ii). All present approved; motion carried.	
		It was moved, seconded and carried to adjourn to Executive Executive Session at 6:21pm.	
		It was moved, seconded and carried to adjourn from Executive Executive Session at 7:19pm.	
Credentials	None. Credentials Committee did not meet in September.		FYI
Physician Contract	Ryan Smith presented the employment contract for Dr. Lonnie Teague for approval.	Motion to approve the employment contract for Dr. Lonnie Teague effective October 1 made by Bobbe Fitzhugh; seconded by Dr. Charles Lyford. 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 7:20pm. Minutes typed by Elaine Litwiller subject to corrections.

Approved By: 
Bobbe Fitzhugh, Board Secretary

Date: 11/1/16