

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

Date: December 7, 2016

Location: Hospital Boardroom

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

Ryan Smith; Karl Hertz; Cristy Cobb; James Morgan, MD; Curt Dugger; Dave Patterson; Deeanne Engle, MD; James Hardee, Hospital Attorney; Brian Retherford, MD; Dennis Yutani, MD; Mark Campbell, MD; Terry Moss; Denise Lyons; Tom Holt, Curtis Schmidt; Mike Cometto

Absent: Colleen Bolte;

Call to Order: Robert Kayser

Time: 5:30pm

Agenda: Reviewed and approved

Previous Minutes: Motion to approve the October 26, 2016 minutes made by Dr. Charles Lyford; seconded Gay Bolln. All present approved; motion carried.

Topic	Discussion	Action Plan	Follow-Up
Introduction of Guests			
	Robert Kayser welcomed and introduced Mike Cometto from Skogen, Cometto Associates P.C.		
Public Presentations and Comment			
	None		
Review of Audit			
	<p>Motion to convene as Audit Committee as a whole made by Dr. Charles Lyford; seconded Bobbe Fitzhugh. All present approved; motion carried.</p> <p>Mike Cometto distributed copies of the Financial Report from the MHCC audit for the year ending June 30, 2016 along with the summary letter. He stated it was a clean audit, appropriate financial controls were in place and the hospital was doing well financially. Mike noted that the corrections were due to software issues, not human error. Robert Kayser and Mike talked about the \$3M bad debt write off. Mike noted it may be necessary to adjust the accrual in the future. He also noted that the Medicare cost report will be included in next year's audit.</p>	<p>Motion to accept the MHCC Financial Audit Report for the year ending June 30, 2016 made by Gay Bolln; seconded by Dr. Charles Lyford. All present approved, motion carried.</p>	

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Topic		Action Plan	Follow-Up
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 third quarter of 2016 were again included in the packet. Ryan shared that we had met the goal of 496 flu vaccinations (or declinations) and 1,075 sepsis screenings have been performed! There were two positive sepsis cases in the ER and two in Med/Surg.		FYI
Performance Plan/Hospital Incentive Chart	The current Performance Plan and Incentive Chart were included in the packet.		FYI
Consent Approval:			
Write-Offs	October 2016 write-offs in the amount of \$178,348.05 and indigent care in the amount of \$580,503.56 were presented for approval.	Motion to accept the October 2016 write-offs and indigent care as presented made by Dr. Charles Lyford; seconded by Gay Bolln. All present approved; motion carried.	FYI
Vouchers	The November 2016 vouchers had been reviewed by Dr. Charles Lyford and were presented for approval.	Motion to accept the November 2016 vouchers as presented made by Dr. Charles Lyford; seconded by Gay Bolln. All present approved; motion carried.	FYI
Financials	The October 2016 financial and statistical packet was included in the packet. Robert Kayser commented that November revenue is project to be \$7.6M. He noted we are not seeing the 10% revenue reduction as forecasted in the budget. The current net income of \$746,000 is very good in a weak economy.	Motion to accept the October 2016 financials as presented made by Dr. Charles Lyford; seconded by Gay Bolln. All present approved; motion carried.	FYI

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Topic	Discussion	Action Plan	Follow-Up
Old Business:			
ED Remodel Update	Karl presented an update of the ED remodel. He noted the cost remains the same. The new blood draw rooms in the Lab waiting area have been completed. Karl shared that the state has approved the removal method Facilities will use on the ED flooring. The constructions documents are 99% complete. February remains the anticipated start date.		FYI
MRI Update	Karl shared details of the meeting he and Ryan had with the state in Cheyenne in November. The state recently notified the hospital they are willing to change the occupancy from commercial to business. It will still be required to connect the MRI to the hospital but many of the other requirements will be eliminated.	Karl will work with TSP to develop a plan to connect the MRI.	FYI
Foundation Report			
	Denise and Robert Kayser talked about an anticipated donation from Chesapeake from a land lease.		FYI
CEO Report			
	Ryan encouraged everyone to attend the hospital Christmas party Saturday evening at 5pm in McKibben Cafeteria.		FYI
New Business:			
Mr. Curry Video	Ryan summarized Mr. Curry's recent visit with him and how the video was used with staff to conduct patient centered care forums. Karl shared the video of Mr. Curry meeting with clinical leaders that was shown during the forums. He also shared some of the survey comments. Cristy talked about needed culture changes to improve patient care.		FYI

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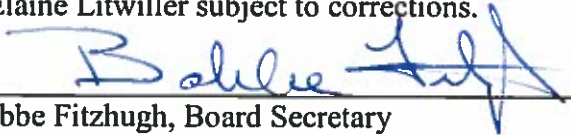
Topic	Discussion	Action Plan	Follow-Up
Events and Educational Opportunities			
	A list of upcoming events was included in the packet. Elaine had previously emailed travel arrangements for the Phoenix conference in February.		FYI
Executive Session			
		It was moved by Robert Kayser; seconded by Dr. Charles Lyford to adjourn to Executive Session at 7:10pm 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 7:37pm.	
Credentials	<p>Dr. Engle presented the following credentialing activity for approval.</p> <ul style="list-style-type: none"> ➤ <i>Colby Butler, NP-C</i> – recommended for reappointment of AHP privileges (Otolaryngology) ➤ <i>Jonathan Klein, MD</i> – recommended for provisional contract privileges (eICU Avera) ➤ <i>Terri Marso, PA-C</i> – recommended for reappointment of AHP privileges (Physician Assistant) ➤ <i>David Norcross, MD</i> – recommended for reappointment of outpatient clinical privileges (Otolaryngology) ➤ <i>Oliver Jeffery MD</i> – recommended for reappointment of consulting privileges (Neurology) ➤ <i>Eugene Podrazik, MD</i> – recommended for reappointment of outpatient clinical privileges (Otolaryngology) ➤ <i>Charles Woodruff, CRNA</i> – recommended for reappointment of AHP privileges (Anesthesia) ➤ <i>Steven Beer, MD</i> – recommended for conclusion of provisional consulting privileges (Neurological 	Motion to approve the credentials as presented based upon the recommendation of the medical staff made Bobbe Fitzhugh seconded by Gay Bolln. All present approved; motion carried.	FYI

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	<p>Surgery) ➤ <i>Baruch Goldstein, MD</i> – recommended for conclusion of provisional contract privileges (eICU) ➤ <i>Tzvi Yehuda Neuman, DO</i> – recommended for conclusion of provisional contract privileges (eICU)</p>		
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Adjournment: Robert Kayser asked if there was any objection to adjournment. There was none, the meeting was adjourned at 7:38pm.
Minutes typed by Elaine Litwiller subject to corrections.

Approved By:



Bobbe Fitzhugh, Board Secretary

Date:

1/25/17