

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

**Date:** October 24, 2018

**Time:** 5:28pm

**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; Terry Moss; Deeanne Engle, MD; Brian Retherford, MD; Mark Campbell, MD; Frederick Freeman, MD; Jennifer Rinn

**Absent:** Curt Dugger; James Hardee, Hospital Attorney

**Call to Order:** Robert Kayser

**Agenda:** Reviewed and approved

**Previous Minutes:** Motion to approve the September 26, 2018 minutes made by Bobbe Fitzhugh; seconded by Gay Bolln. All present approved; motion carried.

| Topic                                   | Discussion                                                                                                                                      | Action Plan                                                                                                                                                               | Follow-Up |
|-----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| <b>Introduction of Guests</b>           |                                                                                                                                                 |                                                                                                                                                                           |           |
|                                         | Ryan introduced Dr. James Odone, the new radiologist. Robert Kayser introduced Dr. Frederick Freeman, who specializes in Otolaryngology.        |                                                                                                                                                                           | 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 new Balanced Scorecard and BODES for the 1 <sup>st</sup> quarter of FY19 were included in the packet. Ryan reviewed each of the benchmarks. |                                                                                                                                                                           | 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                              | September 2018 write-offs in the amount of \$220,556.29 and indigent care in the amount of \$745,155.76 were presented for approval.            | Motion to accept the September 2018 write-offs and indigent care as presented made by Nick Linford; seconded by Dr. Charles Lyford. All present approved; motion carried. | FYI       |

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| Topic                                       | Discussion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Action Plan                                                                                                                                             | Follow-Up |
|---------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| Vouchers                                    | The October 2018 vouchers had been reviewed by Nick Linford and were presented for approval. He noted the increase in operating revenue and Ryan explained it was from 340B income.                                                                                                                                                                                                                                                                                                                                                                         | Motion to accept the October 2018 vouchers as presented made by Nick Linford; seconded by Dr. Charles Lyford. All present approved; motion carried.     | FYI       |
| Financials                                  | The September 2018 financial and statistical packets were included in the packet. Robert Kayser noted the record \$8.8M in gross patient revenue in September and shared that October is forecast to be \$10.5M. He also shared an article on the history of medical insurance.                                                                                                                                                                                                                                                                             | Motion to accept the September 2018 financials as presented made by Nick Linford; seconded by Dr. Charles Lyford. All present approved; motion carried. | FYI       |
| <b>Old Business:</b>                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                         |           |
| Ambulance Garage and Infusion Center Update | Karl updated the group on the ambulance garage and weather enclosure. Dirt work on the garage began this week and the fence, weather enclosure is up. It is being prepped for stucco on the outside and the project should be finished by the end of October. Karl reminded the group of the infusion center dedication scheduled for Nov. 4 from 4-6. It will be followed by dinner for the family and a blessing service by Fr. Bill at 7:30pm. Karl, Cristy and Ryan have a call with ePlus on Friday to work on logistics of providing chemo treatment. |                                                                                                                                                         | FYI       |
| <b>Foundation Report</b>                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                         |           |
|                                             | Jenn reported that the recent Boots –n- Bling event raised almost \$50,000! There are currently 57 enrolled in the 50 Families program. The golf tournament raised \$13,000. Jenn also reported that the Foundation has approved a donation of \$55,000 to purchase a Biofire analyzer for the Lab and \$30,000 for the purchase of another ambassador vehicle. Jenn explained the Tree of Hope that will be dedicated at 2:30pm on                                                                                                                         |                                                                                                                                                         | FYI       |

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| Topic             | Discussion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Action Plan | Follow-Up |
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|                   | <p>Monday in the MOB lobby. People may tie a color coded ribbon on the tree to symbolize various illnesses they struggle with so others know they aren't alone.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |             |           |
| <b>CEO Report</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |             |           |
|                   | <p>Ryan shared that he and Robert Kayser had recently attended a town meeting in Riverton which was sponsored by the community group trying to regain control of their hospital. Robert Kayser spoke at the meeting and shared the details of how MHCC has maintained its independence over the past 20 years. He also outlined how Riverton could obtain funds for a new hospital. Ryan shared that he has been using this scenario to reinforce our continuing rational strategy for independence. He noted there are only three independent memorial hospitals in Wyoming.</p> <p>Ryan shared that Dr. Razi Saydjari, general surgeon, will begin working with Dr. Schubert to perform anterior approaches and will also cover when Dr. William White is on medical leave. Since Dr. Sisul decided to remain in Idaho, Ryan has worked with Central Wyoming Urologic in Casper to begin seeing patients at the MOB on Nov. 28.</p> <p>Ryan showed the technical charges by surgeon for September. Of the \$2.7M total, \$1.3M has come from new surgeons. He also shared a breakdown of the technical charges by zip code. He noted that \$1.5M came from outside Douglas.</p> |             | FYI       |

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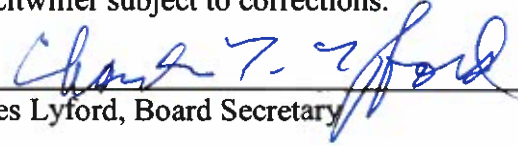
| Topic                                       | Discussion                                                                                                                                                                                                                                                                                                                                   | Action Plan                                                                                                                                                                                       | Follow-Up |
|---------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
|                                             | Ryan shared that since hiring Amber Gall as Director of Perioperative Services, WMC began offering a \$20,000 sign on bonus for OR techs with experience. In order to be competitive, MHCC has instituted the same incentive, including existing staff. He noted the goal is to develop the crews necessary to run three ORs, 5 days a week. |                                                                                                                                                                                                   |           |
| <b>New Business:</b>                        |                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                   |           |
| Next Meeting                                | The group decided to meet again on Wednesday, December 12. The regularly scheduled meetings for November 28 and December 26 are cancelled.                                                                                                                                                                                                   |                                                                                                                                                                                                   | FYI       |
| <b>Events and Educational Opportunities</b> |                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                   |           |
|                                             | Elaine had copies of the brochure for the 32 <sup>nd</sup> Annual Rural Health Care Leadership Conference in Phoenix, AZ February 3-6, 2019. She noted the early bird deadline of December 14 and asked the group to let her know who wanted to attend prior to that date.                                                                   | All five Board members indicated their interest in attending. Elaine will make reservations prior to the deadline and notify Glenda Irwin so she can make flight and hotel arrangements.          | FYI       |
| <b>Executive Session</b>                    |                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                   |           |
|                                             |                                                                                                                                                                                                                                                                                                                                              | It was moved by Robert Kayser; seconded by Dr. Charles Lyford to adjourn to Executive Session at 6:35pm 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 7:41pm.                                                                                                                   |           |
| Credentials                                 | Dr. Engle presented the following credentialing activity for approval:<br><u>INITIAL APPOINTMENTS</u><br><i>Lydia Christiansen, MD</i> – recommended for provisional consulting privileges (Pathology)<br><i>Ammar Ghanem, MD</i> – recommended for provisional                                                                              | Motion to approve the credentials as presented, based upon the recommendation of the medical staff, 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 |
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|       | <p>contract privileges (Avera eICU)<br/> <i>Jana MacLeod, MD</i> – recommended for provisional contract privileges (Avera eICU)<br/> <u>REAPPOINTMENTS</u><br/> <i>Michael Boulter, MD</i> – recommended for reappointment of active staff privileges (Emergency Medicine)<br/> <i>Ryan Clifford, MD</i> – recommended for reappointment of active staff privileges (Emergency Medicine)<br/> <i>Emily Hurst, DO</i> – recommended for reappointment of contract privileges (Avera eICU)<br/> <i>Dileep Raman, MD</i> – recommended for reappointment of contract privileges (Avera eICU)<br/> <i>Brian Retherford, MD</i> – recommended for reappointment of active staff privileges (OB/Gyn)<br/> <i>Michel Skaf, MD</i> – recommended for reappointment of outpatient clinical privileges (Cardiology)<br/> <u>PROVISIONAL CONCLUSION</u><br/> <i>Roslinde Collins-Gibbard, MD</i> – recommended for conclusion of provisional period for contract privileges (Avera eICU)<br/> <i>Lakshmipriya Kasirajan, MD</i> – recommended for conclusion of provisional period for contract privileges (Avera eICU)<br/> <i>Katharine Yoler, MD</i> – recommended for conclusion of provisional period for contract privileges (Teleradiology)</p> |                                                                                                                                                                                                                                                                                                              |           |
|       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <p>Motion to authorize the Board Chair to negotiate with the CEO to extend his employment contract for a three year term ending on November 30, 2021 under the terms and conditions as outlined in the meeting, made by Dr. Charles Lyford; seconded by Gay Bolln. All present approved; motion carried.</p> |           |

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**Adjournment:** Robert Kayser asked if there was any objection to adjournment. There was none, the meeting was adjourned at 7:42pm.  
Minutes typed by Elaine Litwiller subject to corrections.

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

**Date:** 12-17-18