

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

Date: March 23, 2016

Location: Hospital Boardroom

Present: Gay Bolln; Robert Kayser; Charles Lyford, MD; Colleen Bolte

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

Absent: Bobbe Fitzhugh; Roberto Fars, MD; Nick, Douglas Budget

Call to Order: By Gay Bolln

Time: 5:30pm

Agenda: Reviewed and approved

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

Topic	Discussion	Action Plan	Follow-Up
Introduction of Guests			
	None		FYI
Public Presentations and Comment			
	None		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 Balanced Scorecard and BODES for the fourth quarter of 2015 were again included in the packet. Ryan noted these will be updated next month.		FYI
Performance Plan/Hospital Incentive Chart	The current Performance Plan and Incentive Chart were included in the packet. Ryan noted the outpatient score is up, all the core measures have been met and AR days have been reduced to 50.		FYI
Finances	The February 2016 financial and statistical packets were included in the packet.	Motion to accept the February 2016 financials as presented made by Robert Kayser; seconded by Gay Bolln. All present approved; motion carried.	FYI

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Topic		Action Plan	Follow-Up
Consent Approval:			
Write-Offs	February 2016 write-offs in the amount of \$189,445.45 and indigent care in the amount of \$883,595.28 were presented for approval.	Motion to accept the February 2016 write-offs and indigent care as presented made by Robert Kayser; seconded by Colleen Bolte. All present approved; motion carried.	FYI
Vouchers	The March 2016 vouchers had been reviewed by Colleen Bolte and were presented for approval.	Motion to accept the March 2016 vouchers as presented made by Robert Kayser; seconded by Dr. Charles Lyford. All present approved; motion carried.	FYI
Old Business:			
MRI & ED Remodel	Floor plans and budgets for the current three ED remodel options were included in the packet. The cost ranges from \$250,000 to \$4M. Karl reported the hospital is still waiting to hear from the state why the restrictions for the MRI are different in Wyoming than most other states. The group discussed how to proceed and agreed to continue to seek an answer from the state licensing office.		FYI
New Business:			
Parker-Xavier Media	Due to the weather, Amy and Adam Hughes were not able to be present.	Delayed to next meeting.	FYI
Retirement Plan Resolution	Ryan explained the need for the resolution.	Motion to approve the MHCC Retirement Plan Resolution as presented made by Robert Kayser; seconded by Dr. Charles Lyford. All present approved; motion carried.	FYI
Accounts Receivable	Ryan had prepared handouts showing the effect of moving \$3.5M in mostly self-pay accounts to an early out program and they were included in the packet. He talked about how this had greatly lowered the AR days and the long-term benefits. He noted that we pay 6-8% to the early out program and bad debt recovery has already increased from \$50,000 to \$80,000. Gay asked if	An auditor approved footnote will be added to the financials.	FYI

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Accounts Receivable (cont'd)	this would decrease the time it takes for patients to receive their bill. Ryan shared changes that have been made to speed up this process. He noted the goal is to bill within 4 days of discharge and have no more than \$100,000 in DNFB (discharges not final billed). This is a marked improvement from 10-12 days and \$1.5M in DNFB.		FYI
Clinic Volume Data	Graphs showing clinic volumes were included in the packet. Terry noted there hasn't been a drop in visits with the change in the local economy. Robert Kayser commented that the ENT group told him they are very pleased coming to the MOB.	These graphs will be added to the financials section of future packets.	FYI
Foundation Report			
	Diane shared that save the date cards have been mailed for the Denim & Diamonds event. She stressed that even though Dick Cheney will be the guest speaker, it is not a campaign event. She reported that all of their organizational documents for the Foundation are now in place. After three years, Diane is working with Ryan to redo the contract with the hospital. Diane reported that a thank you letter, which includes an IRS statement, will be sent for each gift now. Denise announced that CCHF has secured funding for the Drive Square Simulator for P.A.R.T.Y. Jackalope. There will be a demonstration and appreciation celebration in the coming weeks.		FYI
CEO Report			
	Tom Holt talked about preliminary plans to partner with Interactive Health Services (IHS) to develop an incentivized plan to engage employees in taking steps to improve their health		FYI

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CEO Report (cont'd)	<p>which will also help contain rising premium costs. He noted that plan costs have doubled over the past four years and there hasn't been a premium increase since 2011. Employees and spouses who participate in the first level by having a 38-panel blood draw would pay 18% of their premium cost. The cost of the blood draw (\$175) would be covered by the hospital for all employees, whether they participate in our insurance or not. Tom would use the aggregate data from the blood draws to develop health initiatives for employees. Then, employees and spouses who participate in the second level of incentives by meeting personalized health goals would only pay 15% of their premium cost. Those who don't participate will pay 20% of their premium. Colleen talked about the wellness program offered at the bank. Tom noted that monthly challenges and educational session would also be available to employees.</p>		FYI
Educational Opportunities			
WHA Trustee Education	May 19 in West Park Hospital, Cody.	Ryan, Denise, Gay and Bob will attend.	FYI
Executive Session			
		It was moved by Gay Bolln; seconded by Robert Kayser to adjourn to Executive Session at 6:44pm pursuant to W.S. §16-4-405(a) (ii) and (iii). All present approved; motion carried.	
		It was moved, seconded and carried to adjourn from Executive Session at 7:10pm.	
Credentials	<p>Dr. Engle presented the following credentialing activity for approval:</p> <ul style="list-style-type: none"> ➤ <i>Peter DeLong, MD</i> for provisional contract staff privileges (eICU) 	Motion to approve the credentials as presented based upon the recommendation of the medical staff made by Dr. Charles Lyford; seconded by Colleen Bolte. All	FYI

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Credentials (cont'd)	<ul style="list-style-type: none"> ➤ <i>Mark Franklin, MD</i> for provisional contract staff privileges (eICU) ➤ <i>Alan Garber, MD</i> for provisional contract staff privileges (eICU) ➤ <i>Matthew Koff, MD</i> for provisional contract staff privileges (eICU) ➤ <i>David Kupferberg, MD</i> for provisional contract staff privileges (eICU) ➤ <i>Stephen Surgenor, MD</i> for provisional contract staff privileges (eICU) ➤ <i>Allan Wicks, MD</i> for reappointment of courtesy staff privileges (Cardiology) 	present approved; motion carried.	FYI
		Motion to authorize CEO to take whatever measures necessary to sell the property at 311 Pearson and 1 Fairway Drive made by Robert Kayser; seconded by Gay Bolln. All present approved; motion carried.	FYI
		Motion to authorize CEO to accept Iron Blossam Lodge at Snowbird Resort in Utah timeshare gift from anonymous donor made by Robert Kayser; seconded by Colleen Bolte. All present approved; motion carried.	FYI

Adjournment: Gay Bolln asked if there was any objection to adjournment. There was none, the meeting was adjourned at 7:13pm. Minutes typed by Elaine Litwiller subject to corrections.

Approved By: _____
Robert B. Kayser, Board Secretary

Date: _____