

**MINUTES FROM THE REGULAR MEETING  
MEMORIAL HOSPITAL OF SWEETWATER COUNTY  
BOARD OF TRUSTEES**

**December 5, 2018**

The Board of Trustees of Memorial Hospital of Sweetwater County met in regular session on December 5, 2018, at 2:00 PM with Mr. Richard Mathey, President, presiding.

**CALL TO ORDER**

Mr. Mathey called the meeting to order. The following Trustees were present: Mr. Marty Kelsey, Mr. Taylor Jones, Mr. Richard Mathey, Dr. Barbara Sowada, and Mr. Ed Tardoni.

Officially present: Dr. David Dansie, Medical Staff President; Ms. Irene Richardson, Chief Executive Officer; Mr. John Kolb, Sweetwater County Board of County Commissioners Liaison; and Mr. Jim Phillips, Legal Counsel.

Mr. Mathey led the audience in the Pledge of Allegiance. Dr. Sowada read aloud the mission and vision statements.

**APPROVAL OF AGENDA**

The motion to approve the agenda as presented was made by Dr. Sowada; second by Mr. Jones. Motion carried.

**APPROVAL OF MINUTES**

The motion to approve the minutes of the November 7, 2018, regular meeting as presented was made by Mr. Jones; second by Mr. Tardoni. Motion carried. The motion to approve the minutes of the November 27, 2018, special meeting as presented was made by Mr. Kelsey; second by Mr. Jones. Mr. Tardoni and Mr. Mathey noted they were not in attendance at the meeting. Motion carried.

**COMMUNITY COMMUNICATION**

Mr. Ron Cheese thanked Commissioner Kolb for all of the time he spent and all he did to get the Hospital through the time we went through. Ms. Richardson thanked Mr. Kolb for everything he has done and for his support of the Hospital. She presented him with a small token of appreciation on behalf of the Hospital and the Board of Trustees. Mr. Kolb expressed appreciation to everyone including the Board and said he appreciated the opportunity to serve. Mr. Mathey thanked Mr. Kolb and said he was consistently well-informed and did his homework. He said Mr. Kolb has done a tremendous service to the County and the Hospital.

Ms. Richardson thanked Dr. Dansie for his years of service as Chief of Staff. She said it has been a pleasure to work with him. Dr. Dansie has provided light, courage, strength and hope. She thanked him for his leadership and all he has done for us and presented him with gift on behalf of the Hospital and Board. Mr. Mathey recognized Dr. Dansie and thanked him. He said Dr. Dansie's leadership set the tone for the whole medical staff. Mr. Tardoni shared a personal experience and expressed his appreciation for Dr. Dansie.

Ms. Robin Snowberger reported the Lab went live with molecular testing with the bio fire November 19. She said we can produce results in hours vs. days and the equipment is already making a difference. Mr. Mathey noted the equipment was purchased by the Foundation.

Mr. Mathey said after the November meeting he personally received communication from Bank of the West addressed to the full Board. He forwarded the information to the rest of the Board and included the information with the supplemental agenda for the current meeting.

### **EXECUTIVE SESSION**

The motion to go into Executive Session for the reasons noted on the agenda was made by Mr. Jones; second by Dr. Sowada. Motion carried.

### **RECONVENE INTO REGULAR SESSION**

The Board of Trustees reconvened into Regular Session at 4:14 PM.

The motion to authorize the CEO to extend a physician contract on behalf of the Hospital as presented was made by Mr. Jones; second by Dr. Sowada. Motion carried.

### **CREDENTIALS**

#### **Approval of Privileges**

The motion to approve the November 13, 2018, Credentials Committee Recommendations as follows for appointment to the Medical Staff was made by Mr. Jones; second by Dr. Sowada. Motion carried.

1. Initial Appointment to Active Staff (2 years)
  - Dr. Banu Symington, Hematology/Oncology
2. Initial Appointment to Locum Tenens Staff (1 year)
  - Dr. Debra Anderson, Pediatrics
3. Initial Appointment to AHP Staff (1 year)
  - Jocelyn Palinek, Nurse Practitioner/Family Practice
4. Reappointment to Locum Tenens Staff (1 year)
  - Dr. Jad Wakim, Hematology/Oncology
  - Dr. Jonathan Roddy, Emergency Medicine (U of U)
5. Reappointment to Consulting Staff (2 years)
  - Dr. Brigham Smith, Cardiology (U of U)

- Dr. Lee Shan Chung, Tele Stroke (U of U)
- Dr. Adam de Havenon, Tele Stroke (U of U)
- Dr. Jennifer Majersik, Tele Stroke (U of U)
- Dr. Holly Ledyard, Tele Stroke (U of U)
- Dr. Richard Barton, Tele ICU (U of U)
- Dr. John McArthur, Tele Radiology (VRAD)
- Dr. Karen Caldemeyer, Tele Radiology (VRAD)
- Dr. John Bodenhamer, Tele Radiology (VRAD)

6. Approval of Credentialing Policy

Mr. Phillips left the meeting.

**Approval of Credentialing Policy**

Ms. Kerry Downs, Medical Staff Services Manager, said the information is in the packet for review and a request will be made for approval at the following regular meeting.

**MEDICAL STAFF REPORT**

Dr. Dansie expressed gratitude to the Board, Ms. Richardson, members present, and everyone who has made his opportunity to serve as Medical Staff President as rewarding as it has been. He said it was a very positive experience and expressed appreciation for the gift. Dr. Dansie announced the new officers elected by the Medical Staff:

President: Dr. Lawrence Lauridsen  
 Vice President: Dr. Wallace Curry  
 Secretary/Treasurer: Dr. Israel Stewart

Dr. Dansie said bylaws were recommended for approval at the last Medical Executive Committee meeting. A Joint Conference Committee meeting is scheduled December 18.

Mr. Mathey thanked Dr. Dansie for his final report.

**OLD BUSINESS**

**For Board Approval**

Corporate Compliance Plan

The motion to remove the approval to table the request at the November meeting was made by Mr. Kelsey; second by Mr. Jones. Motion carried. The motion to approve the plan as presented was made by Dr. Sowada; second by Mr. Tardoni. Motion carried.

#### Board Procedure: Board Agenda Draft

The motion to approve the revised version of the agenda procedure was made by Dr. Sowada; second by Mr. Jones. Motion carried.

#### Board Procedure: E-mail Communication Draft

Mr. Mathey said action died for lack of a motion.

#### **Outstanding – Not Ready For Board Consideration**

Mr. Tardoni said he would provide an update during the committee reports.

### **NEW BUSINESS**

#### **From the Finance and Audit Committee**

##### Investment Policy

Mr. Mathey said this will appear for action in January. Mr. Kelsey complemented staff for their hard work on the policy. He said it largely resembles the County's with some changes due to being a Hospital.

##### Workshop on FY20 Budget

Mr. Mathey referenced a recommendation made last month regarding eliminating some of the monthly committee meetings in order to have some workshops. Ms. Richardson recommended a budget workshop on Thursday, January 31, at 4:00 PM.

##### January 2019 Meeting Date

Mr. Mathey said it was his desire to move the January 2 meeting to the following week and asked for a preference on January 7, 8, or 9. The Board agreed to move the meeting to Monday, January 7 at 2:00 PM.

### **CHIEF EXECUTIVE OFFICER REPORT**

Ms. Richardson said she is planning to give quarterly updates on the strategic plan. She said Planetree representatives would be onsite the following week. They provide resources around a person-centered culture. Information sessions and focus group meetings will be held. Ms. Faith Jones has been providing LEAN training. We hope to have a report from her and Dr. Kristy Nielson, Chief Nursing Officer, when the pilot group sessions are complete. Community Needs Assessment work has kicked off. We continue work on initiatives in the workplace experience area and we continue work to improve our financial position. Ms. Richardson reported on physician recruitment efforts. Town Halls will be offered in January. The November 30 Christmas event was great and the Hospital was awarded second place in the Rock Springs Lighted Parade.

Holiday lunches and dinners will be offered to staff December 6. Ms. Richardson invited the Trustees to attend. She wished everyone a very merry Christmas and a happy, healthy new year.

## **COMMITTEE REPORTS**

### Quality Committee

Dr. Sowada reported we continue to work on building capacity. Dr. Cielette Karn, Pathology, gave a great presentation on Ongoing Professional Practice Evaluation (OPPE) in November. Ms. Amanda Molski, Quality Director, and staff put together a comprehensive dashboard for review.

### Human Resources Committee

Mr. Tardoni reviewed the update he provided in the meeting packet. He said the committee considered changes to the grievance and conflict resolution policy. They are in the process of making changes and discovered a conflict so they are bringing it back to the committee again. Mr. Tardoni said they continue working on the drug and alcohol policy. The next meeting is scheduled December 17.

### Finance and Audit Committee

*Narratives:* Ms. Tami Love, Chief Financial Officer, reviewed the narrative highlights included in the meeting packet. She said we hope to break-even for revenue in November. Mr. Kelsey noted reductions in revenue has been creeping up.

*Investment Recommendation:* The motion to approve the investment recommendation of \$16,603,099.74 as requested was made by Mr. Kelsey; second by Mr. Jones. Motion carried.

*Bad Debt:* The motion to approve the net potential bad debt for \$985,080.88 as presented by Mr. Ron Cheese, Patient Financial Services Director, was made by Mr. Kelsey; second by Mr. Jones. Motion carried.

### Building and Grounds Committee

Mr. Tardoni reviewed his comments included in the meeting packet. Mr. Jim Horan, Facilities Director, reviewed the highlights from his report included in the Finance and Audit Committee meeting packet. He said the phasing of the central plant discussion was held earlier in the day during a special workshop meeting.

### Foundation Board Committee

Ms. Tiffany Marshall, Foundation Director, said she brought papers to distribute regarding the BRAVO team member recognition program. She said Ms. Amber Fisk and Ms. Ruthann Wolfe in Human Resources are spearheading the program. Dr. Sowada shared reservations about having the Board select the employee of the month. Mr. Kelsey shared a similar opinion. He said he thinks an award means more if it comes from or is selected by peers. Ms. Marshall said she is not



technically on the committee so she is not the best one to answer questions about it. Mr. Mathey said the Board will not take action on this at this time. Ms. Marshall said the Christmas event November 30 far exceeded anything we planned or expected. She said it was a group effort. Ms. Marshall said she spent the day with four of the Foundation Board members at a workshop and offered to forward important information to the Trustees. Ms. Marshall distributed February 2 Red Tie Gala invitations. She said we have 35 tables confirmed and will cap attendance at 500. Ms. Marshall welcomes help with sponsors and recruiting help. She said we are trending well for attendees and have confirmed some key volunteers.

#### Compliance Committee

Dr. Sowada reported this was covered earlier in the meeting.

### **CONTRACT REVIEW**

#### Contract Consent Agenda

Ms. Suzan Campbell, Chief Legal Executive and General Counsel, asked for any questions on the contract included in the meeting packet. The motion to authorize the CEO to sign the agreement as presented on behalf of MHSC was made by Mr. Kelsey; second by Mr. Jones. Motion carried.

### **GOOD OF THE ORDER**

Mr. Jones thanked Mr. Kolb for everything he has done for the Hospital. He said it is critical to have a strong liaison and not just someone who shows up. Mr. Kolb helped us obtain additional funds for the retaining wall and central plant. He thanked Mr. Kolb for taking some pretty serious stands.

Ms. Deb Sutton, PR and Marketing Director, said she is working with the County to set up an open meetings workshop. They want to include parliamentary procedure and are looking at a date in March.

### **ADJOURNMENT**

There being no further business to discuss, the motion was made, second and carried to adjourn.

  
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Mr. Richard Mathey, President

Attest:

  
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Mr. Ed Tardoni, Secretary