

**MINUTES FROM THE SPECIAL WORKSHOP
MEMORIAL HOSPITAL OF SWEETWATER COUNTY
BOARD OF TRUSTEES**

October 29, 2020

The Board of Trustees of Memorial Hospital of Sweetwater County met via Zoom in a special workshop on October 29, 2020, at 2:00 PM with Mr. Taylor Jones, President, presiding.

CALL TO ORDER

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

Officially present: Ms. Irene Richardson, Chief Executive Officer; Mr. Jeff Smith, Sweetwater County Commission Liaison.

Pledge of Allegiance

Mr. Jones led the attendees in the Pledge of Allegiance.

Our Mission and Vision

Mr. Kelsey read aloud the mission and vision statements.

Mission Moment

Ms. Richardson read aloud some comments regarding the Walk In Clinic from Sweetwater County Business Feedback. The original message said patients were treated professionally and with kindness and heart. Following the original post, several favorable comments were added by others about the Clinic. Ms. Richardson said she is very proud of the Clinic and all they are doing.

APPROVAL OF AGENDA

Mr. Jones said the meeting is abbreviated and the Board will only take action on something we need to take action on. He said one of the reasons we are not reviewing everything is because we didn't have all the groups meeting before the packet and notices, so we are having an abbreviated meeting. He gave a reminder this workshop takes the place of the regular November meeting. The motion to approve the agenda as amended to move "action following executive session" immediately after the executive session was made by Dr. Sowada; second by Mr. Kelsey. Motion carried.

COMMUNITY COMMUNICATION

Mr. Jones said this is not an action item but he wanted to give the public a chance to address the Board. Ms. Richardson reminded everyone the Halloween Cruise Thru in the Haunted Garden is a socially distanced, drive thru event on Friday, October 30, from 4:00 – 6:00 PM. Ms. Richardson

introduced Ms. Carrie Canestorp, Director of Health Information Management. Mr. Jones welcomed Ms. Canestorp.

OLD BUSINESS

Board Policy – Maintenance of Board and Board Committee Meeting Minutes

Dr. Sowada said the information is in the packet. She said the basic purpose is to outline how all Board and Committee minutes will be cared for. The policy was presented at the last meeting for review. The Governance Committee recommends passage by the Board. The motion to approve the policy as presented was made by Mr. Mathey; second by Dr. Sowada. Motion carried.

NEW BUSINESS

Medical Imaging Project

Ms. Richardson said she sent an e-mail with the anticipated cost of renovation of the medical imaging area. She said the area, other than CT and Mammo, has been relatively untouched and is in need of renovation. We received State Land and Investment Board (SLIB) grant money for the HVAC system. During the process it was identified some areas must be vacant for some of the HVAC system work so we thought that would be an opportunity to make some much needed renovations to that area. Mr. Jake Blevins, ST&B Engineering, said Mr. Will Wheatley, Plan One Architects, has been more involved but agreed the timing is perfect. Ms. Richardson recommends we move forward with the project and said we can use Board reserve funds. She would like permission to contract with a Construction Manager At Risk (CMAR) and sign a contract with the architect to start the project as soon as possible. She said if the final cost exceeds the amount approved then she will bring it back to the Board for approval similar to the action taken with the Lab remodel. Mr. Kelsey asked if the source will be CARES Act funds. Ms. Richardson said reserves is where we are putting reconciled CARES loss funds from loss of revenue. She said we won't be subject to the June 30 deadline. Ms. Tami Love, Chief Financial Officer, said we will have approximately \$18.5M in that account by the end of December. Ms. Love outlined that fund and Mr. Kelsey thanked her for the information. The motion to authorize the CEO to move forward with the medical imaging renovation project as outlined in the October 26 e-mail and authorize the CEO to use Board funds, contract with a CMAR and architect for the project as presented was made by Mr. Mathey; second by Mr. Kelsey. Motion carried.

SLIB Capital Expenditure Request

Mr. Mathey said the request is for money that has been spent already. Reimbursement will be sought from the applicable SLIB grant. The motion to approve the ratification of SLIB capital expenditure request FY21-29 expenditures as presented was made by Mr. Mathey; second by Mr. Tardoni. Motion carried.

COMMITTEE INFORMATION

Compliance Committee

Mr. Tardoni said the purpose of the Compliance Committee is to monitor if compliance activities are occurring. It is not their job to monitor the outcome or results of the activities. There is a hospital workgroup that follows through. For example, an audit was conducted of the credentialing committee and a risk analysis was sent to the Quality Committee for review and approval.

Joint Conference Committee

Ms. Kerry Downs, Medical Staff Services Director, gave an update on the Medical Executive Committee and bylaws. She said we have to send them out to the Medical Staff twenty days ahead of the vote on December 1. Mr. Mathey asked if they can vote if they do not attend the meeting. Ms. Downs and Ms. Richardson said they believe they must attend via Zoom or in-person.

EXECUTIVE SESSION

Mr. Jones said there would be an executive session for personnel. The motion to go into executive session was made by Mr. Mathey; second by Mr. Tardoni. Motion carried.

RECONVENE INTO REGULAR SESSION

At 3:06 PM, the Board came out of executive session and the motion to go back in to regular session and resume the special workshop of the Board was made by Mr. Mathey; second by Dr. Sowada. Motion carried.

ACTION FOLLOWING EXECUTIVE SESSION

Approval of Privileges

The motion to approve credentials and renew approval of privileges to healthcare providers as discussed in executive session was made by Mr. Mathey; second by Mr. Kelsey. Motion carried.

Credentials Committee Recommendations from October 13, 2020

1. Reappointment to Active Staff (2 years)
 - Dr. Banu Symington, Hematology/Oncology
2. Reappointment to Consulting Staff (2 years)
 - Dr. Christian Van Kirk, Tele Radiology (VRC)
3. Reappointment to Locum Tenens Staff (1 year)
 - Dr. Philip Najm, Emergency Medicine (U of U)
 - Dr. Gary Van Heuvelen, Radiation Oncology
 - Dr. Margaret Barnes, Radiation Oncology

The motion to authorize the CEO to execute the medical directorship contract discussed in executive session was made by Mr. Mathey; second by Dr. Sowada. Motion carried.

Mr. Jones announced the Board would take a break at 3:08 PM and resume the workshop at 4:00 PM.

QUALITY COMMITTEE PRESENTATION

Ms. Richardson said that every year the Board has special workshops with the Finance and Audit Committee and the Quality Committee. She introduced the presenters: Ms. Kari Quickenden, Chief Clinical Officer; Ms. Kara Jackson, Director of Quality, Accreditation, Patient Safety; Ms. Karali Plonsky, Quality Analyst; Ms. Kalpana Pohkrel, Quality Analyst; Mr. Corey Worden, Quality Analyst; and Ms. Jodi Corley, Clinic Systems Analyst/Informatics. Ms. Jackson said the group appreciated the opportunity. Each presenter took a turn reviewing information in a PowerPoint presentation on broad overviews of the following topics:

- Accreditation
- Performance Improvement and Patient Safety (PIPS)
- Patient Safety
- Culture of Safety Survey
- Press Ganey
- Star Rating Program
- Merit-Based Incentive Payment System

The PowerPoint presentation will be available for the Board to review. Ms. Jackson said we recognize quality is very complex with a lot of moving parts. Mr. Jones commended everyone for their work and progress as well as the improvements that have taken place. He said he looks forward to what is coming in the future. Ms. Jackson thanked her team and Ms. Quickenden for her support and leadership. Mr. Jones said it takes a team. Mr. Kelsey added his thanks to staff for the good work being done. Mr. Mathey and Mr. Kelsey met to review the quality consultant's report and have asked staff for their recommendations. Mr. Mathey and Mr. Kelsey will report back to the Board. Ms. Quickenden said quality is a great team to work with and there is a lot of great work going on. She said she feels really good about where the work is going. She thanked the Board for their support. Ms. Richardson thanked the team and said they did great work and it was a great presentation.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 5:48 PM.

Mr. Taylor Jones, President

Attest:

Mr. Marty Kelsey, Secretary