

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

May 7, 2025

The Board of Trustees of Memorial Hospital of Sweetwater County met in regular session on May 7, 2025, at 2:00 p.m. with Dr. Barbara Sowada, President, presiding.

CALL TO ORDER

Dr. Sowada welcomed everyone and called the meeting to order.

Dr. Sowada requested a roll call and announced there was a quorum. The following Trustees were present: Judge Nena James, Ms. Kandi Pendleton, Mr. Craig Rood, and Dr. Barbara Sowada. Excused: Mr. Marty Kelsey (present for Executive Session).

Officially present during the meeting: Ms. Irene Richardson, Chief Executive Officer; Dr. Alicia Gray, Chief of Medical Staff; Mr. Geoff Phillips, Legal Counsel; and Mr. Taylor Jones, Sweetwater Board of County Commissioners.

Pledge of Allegiance

Dr. Sowada led the attendees in the Pledge of Allegiance.

Mission and Vision

Judge James read aloud the mission and vision statements.

Mission Moment

Ms. Richardson read aloud a mission moment shared by a staff member related to an interaction with a patient and spouse. They told the staff member about the amazing kindness shared by every person in our facility. Ms. Richardson said we can see staff doing that every day.

AGENDA

Dr. Sowada asked for requests for any items to be moved from the Consent Agenda to New Business. There was a request for the April 22, 2025, special meeting minutes to be moved. Dr. Sowada asked if there were requests for Senior Leader or Board Committee Reports to be moved to New Business. There were requests for the Chief Clinical Officer Report and Chief Financial Officer Report to be moved. The motion to approve the agenda with the items noted as moved to New Business as requested was made by Ms. Pendleton; second by Judge James. Motion carried.

COMMUNITY COMMUNICATION

Dr. Ann Marie Clevenger, Chief Nursing Officer, said we are celebrating National Nurses Week. The City of Rock Springs and the City of Green River read proclamations and we had nurses attending both readings.

NEW BUSINESS

Infection Preventionist Appointment Letter

Dr. Clevenger introduced Ms. Barbara MacDonald, Infection Preventionist. She said Ms. MacDonald came in on an interim basis, did a fantastic job, and luckily agreed to stay on full-time at the end of February. The motion to approve the Infection Preventionist Appointment Letter as presented was made by Judge James; second by Mr. Rood. Motion carried.

Infection Prevention Annual Update

Ms. MacDonald said she appreciated the opportunity to share what we have been working on. She provided a brief summary of 2024 and reviewed comprehensive surveillance vs. targeted surveillance. She said if we are not looking for something, we won't find it and if we don't find it, we can't make it better. Ms. MacDonald said the data is a beginning of a baseline. She said we want the ability to track and trend and we are making good progress. Ms. Pendleton said she found the information informative and interesting. Dr. Sowada said the work has been lifted to a new plateau and thanked Ms. MacDonald. Ms. MacDonald said the Infection Prevention Plan will come to the Board through the Quality Committee.

Approval of April 22, 2025 Special Meeting Minutes

Dr. Sowada said the April 22 meeting was to discuss and ask questions. She asked for clarification of a statement made by Dr. Clevenger in the minutes. The motion to reword the sentence as suggested was made by Judge James; second by Ms. Pendleton. Motion carried.

Chief Clinical Officer Report

Dr. Sowada asked about the survey information included in the report. Dr. Kari Quickenden, Chief Clinical Officer, said she reported on the Culture of Safety Survey. Ms. Cindy Nelson, Chief Experience Officer, said the Employee Engagement Survey will be reviewed at the Human Resources Committee.

Chief Financial Officer Report

Ms. Tami Love, Chief Financial Officer, was asked to provide an update on the impact of Medicare paying claims. Ms. Love said we have processed \$19M in claims which will result in an increase in days of cash on hand and a decrease in days in accounts receivable. Ms. Love said we plan to be caught up on all outstanding claims that were delayed due to the critical access process by the end of the fiscal year. Ms. Pendleton asked for information on Wyoming Class investment opportunities. Ms. Love said she will get more information and bring to the next Finance and Audit Committee meeting. Ms. Richardson said the finance team has done a great job and expressed her appreciation.

OLD BUSINESS

Quarterly Progress Report on Strategic Plans and Goals

Dr. Sowada said the information is in the meeting packet.

Behavioral Health Plan

Ms. Richardson thanked everyone who participated in the special meeting workshop. She said she understands there are still things we need to look into and work on so we are slowing things down regarding the process. She said we will continue to work on this and bring back in the future. We want to look at everything involved in the process. Dr. Sowada said the Board appreciates all of the hard work.

Professional Practice Review Plan

Ms. Stephanie Mlinar, Director of Quality, said the Plan has been revamped in an effort to clarify. The information still needs further review by other committees. The information will be brought back to the Board at a future meeting.

CONSENT AGENDA

The motion to approve the Consent Agenda as presented was made by Ms. Pendleton; second by Mr. Rood. Motion carried. Items approved: April 2 Meeting Minutes; Capital Expenditure Request; Bad Debt; Suspend: Policies, Standards, Plans, Procedures/Processes, Guidelines and Forms; Policies from the Governance Committee: Policy for Development, Approval, and Oversight of Policies and Governance Documents at Memorial Hospital of Sweetwater County; MHSC Policy & Governance Document Approval Matrix; Policies, Standards, Plans, Procedures/Processes, Guidelines and Forms.

NEW BUSINESS (CONTINUED)

CAH – Plan of Care & Scope of Services

Ms. Pendleton said the Governance Committee has been working on the Plan. She said it points out what the Board is responsible for and supposed to be doing. Dr. Sowada asked about the Senior Leadership section, specifically regarding financial responsibility and HR-related items like recruitment and retention. Ms. Pendleton said information can be added. Mr. Phillips said he would write something and submit to the group for consideration.

BOT – Memorial Hospital of Sweetwater County Meeting Guidelines

The policy is in the meeting packet.

BOT – Senior Leadership Plan: Filling CEO Absences & Vacancies, Filling Senior Leader Absences & Vacancies; Identifying & Developing Internal Senior Leaders

The policy is in the meeting packet.

REPORTS

Chief Executive Officer Report

Ms. Richardson said we had taken a proposal to the County Commissioners in March for remodeling of the OB area. They asked us to look into grant opportunities and then return in April. We did not identify any grant funds for this project, however in the process of investigating, we found some possible funds for other projects so we are very grateful for the suggestion to explore options. Ms. Richardson thanked

Commissioner Jones and the Commissioners for approving the funding. Ms. Richardson noted we are the only maternity labor and delivery services along the I-80 corridor from the Utah/Wyoming border to Laramie. She said we had a Pediatrician scheduled to join us who will not be able to due to recent downsizing in the area that impacted the physician's spouse so we have reopened the physician search. Ms. Richardson said construction work has started on the front entrance of the Medical Office Building and the Lab Renovation Project is coming along very nicely. Director budget meetings have been completed. The proposed budget will be presented to the Finance and Audit Committee and then the Board of Trustees. Ms. Richardson said she attended the American Hospital Association (AHA) Annual Meeting in Washington, D. C. While there, she met with Wyoming's three legislators. She feels they listened and we made headway. She plans to continue to stay in touch with them. Ms. Richardson reviewed the plans for the upcoming Hospital Week Celebration. Ms. Richardson said the Wyoming Hospital Association (WHA) Spring CEO and Trustee Education session is coming up. WHA has seen a decrease in attendance due to changes in hospital ownership and where trustees reside so they are evaluating education opportunities for the future. Ms. Richardson invited Trustees to attend The Governance Institute Leadership Conference in Colorado Springs September 7-10. She concluded her report by thanking everyone for all the hard work they do.

Medical Staff Services Chief of Staff Report

Dr. Gray recognized Dr. Daniel Stone, University of Utah Emergency Department Physician, and Dr. Jake Johnson, Family and Occupational Medicine Physician. She shared comments from patients and said Dr. Stone has already made a strong impact by going above and beyond in care, while Dr. Johnson is one of the most respected and trusted physicians in our community. She also recognized Melissa Jewel, P.A., and shared comments regarding patient trust from when coordinating care when she has been dependable and thorough. Dr. Gray said we continue to make progress with sepsis with protocols. We are focused on ensuring timely evidence-based care. She said we are exploring strategies to support patients in the outpatient setting. Dr. Gray met with the Family and Occupational Medicine and Walk In Clinic providers to discuss improvements. She said it is great to hear their perspectives and learn more about their unique challenges in the outpatient setting. She said our goal is to ensure timely and effective care. The General Medical Staff will meet at the end of May. Dr. Gray said she is focusing on enhancing provider satisfaction and patient care. She said she attended the University of Utah Symposium and said our relationship with them remains crucial.

County Commissioner Liaison Report

Commissioner Jones said when the Commissioners ask the Hospital to look at grants and when financial information is requested and then provided, the Hospital always goes all out to respond and he said that makes his job easier. Mr. Phillips thanked Commissioner Jones for advocating for the Hospital.

EDUCATION

Ms. Pendleton said the *Foundation in Infection Prevention* information was great and timely. Dr. Sowada agreed and said the Board is expected to have continuing education and spend time reviewing quality.

GOOD OF ORDER

Ms. Mlinar said in the past, the annual evaluation of patient safety and quality information is reviewed in the Quality Committee in May and then brought to the Board in June. We propose changing the timing to bring to the Board in August so we can have a full fiscal year in the report.

EXECUTIVE SESSION

The motion to go into executive session at 3:16 p.m. to discuss legal and personnel items considered confidential by law was made by Ms. Pendleton; second by Mr. Rood. Motion carried.

RECONVENE INTO REGULAR SESSION

The motion to leave the executive session and return to the regular session at 4:40 p.m. was made by Ms. Pendleton; second by Judge James. Motion carried.

ACTION FOLLOWING EXECUTIVE SESSION

Pursuant to the notice provided in the agenda, the Board of Trustees held discussions and action was taken.

The motion to grant clinical privileges and appointments to the medical staff as discussed in executive session was made by Judge James; second by Mr. Rood. Motion carried.

Credentials Committee Recommendations to the Board of Trustees for Granting Clinical Privileges and Granting Appointment to the Medical Staff from April 8, 2025

1. Initial Appointment to Associate Staff (1 year)
 - Dr. Tristan Mele, Orthopedic Surgery
2. Reappointment to Active Staff (3 year)
 - Dr. Jeffery Wheeler, Obstetrics & Gynecology
 - Dr. David Crockett, Emergency Medicine
3. Reappointment to Consulting Staff (3 year)
 - Dr. Eric Taday, Cardiovascular Disease (U of U)
4. Reappointment to Advance Practice Provider Staff (3 year)
 - Deseriee Stofferahn, AGNP-C - Nurse Practitioner
5. Reappointment to Non-Physician Provider Staff (3 year)
 - Thomas Bibber, Clinical Social Work (SWCS)

The motion to approve contracts and authorize the CEO to sign as discussed in executive session was made by Judge James; second by Mr. Rood. Motion carried.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 4:41 p.m.

Dr. Barbara Sowada, President

Attest:

Judge Nena James, Secretary