

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

October 2, 2024

The Board of Trustees of Memorial Hospital of Sweetwater County met in regular session on October 2, 2024, 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, Mr. Marty Kelsey, Ms. Kandi Pendleton, Mr. Craig Rood, and Dr. Barbara Sowada.

Officially present during the meeting: Ms. Irene Richardson, Chief Executive Officer; Dr. Brianne Crofts, Medical Staff President; Mr. Geoff Phillips, Legal; 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

Mr. Kelsey read aloud the mission and vision statements.

Mission Moment

Ms. Richardson thanked the Auxiliary and Volunteers for all they do in serving our community and representing our mission, vision, and values. She shared a story of a recent visitor to the Hospital waiting for a friend in surgery. Ms. Richardson asked her if she needed anything and the woman said she was at least the fourth person who had asked her if she needed anything. The woman said the Hospital is the nicest place and said she wants to be a part of this. Ms. Richardson said she was happy to hear the woman had an amazing experience.

AGENDA

The motion to approve the agenda as presented was made by Judge James; second by Ms. Pendleton. Motion carried.

APPROVAL OF MINUTES

The motion to approve the minutes of the September 4, 2024, regular meeting as presented was made by Ms. Pendleton; second by Judge James. Motion carried. The minutes of the September 16, 2024, special meeting as presented was made by Judge James; second by Ms. Pendleton. Mr. Kelsey abstained and the motion carried.

COMMUNITY COMMUNICATION

There were no comments.

WHA Awards Recognition

Dr. Ann Marie Clevenger, Chief Nursing Officer, shared the nomination of Ms. Noreen Hove, Director of Surgical Services and Infection Prevention, for the Norman S. Holt for Nursing Excellence Award at the recent Wyoming Hospital Association (WHA) annual meeting. She said hospitals around the state nominate one nurse each year. Dr. Clevenger said Ms. Hove emulates the nursing professional and professional standards to the highest degree.

Ms. Lena Warren, Community Outreach Director, shared the nomination of Ms. Betty Dodd for the Outstanding Service by a Hospital Volunteer Program Award at the recent WHA annual meeting. Ms. Warren said Ms. Dodd was selected as the Volunteer of the Year for Wyoming and we are very happy she has been recognized for everything she does for others.

Auxiliary Grant Presentation

Ms. Warren said the Auxiliary is made up of Volunteers. The revenue from the gift shop is allocated back to the Hospital. This year a grant was awarded to the Education Department led by Ms. Patty O'Lexey, Director of Education and Employee Health, for community education materials. Ms. O'Lexey distributed examples of the materials and said we are grateful for the gift.

OLD BUSINESS

Medical Staff Bylaws

Dr. Sowada reported the bylaws are still under review. Dr. Crofts said the next General Medical Staff meeting is in November.

Scope of Services

Dr. Clevenger said she did not receive any questions or concerns following the presentation of the information last month. The motion to approve the Scope of Services as presented was made by Ms. Pendleton; second by Judge James. Motion carried.

NEW BUSINESS

CAH Policies Consent Agenda

The motion to approve the two Critical Access Hospital (CAH) Policies on the Consent Agenda as presented for *Pharmacy Controlled Drugs: Anesthesia, 15-11*, and *Medication Administration* was made by Ms. Pendleton; second by Judge James. Motion carried.

SENIOR LEADER REPORTS

Dr. Sowada said this is a new agenda item.

Chief Clinical Officer

Dr. Kari Quickenden, Chief Clinical Officer, reported on activities that are in alignment with our Strategic Plan. She said the Environmental Services Department (EVS) is focused on cleanliness and reported on their current initiatives. She presented a new half sheet they are sharing with each patient to help share information and connect with patients. The Clinical Dietitians are providing in-services and education. Ms. Josie Ibarra participated in the Hispanic Heritage Month community event. The Federal Drug Administration (FDA) was onsite the previous week for the Mammography Quality Standards Act (MQSA) process in Medical Imaging. We had a successful survey with no citations. Body Composition Testing has been added to our health fair offerings. The Clinic Lab went live with C-Diff toxin testing. We went live with new Group B Strep testing. We are working on lipid panel testing at the College Hill Lab. Rehab Services participated in the Sweetwater School District Health Fair and Senior Resource Expo Fair. We are participating in male pelvic floor therapy training. The new Director of Dining Services for Unidine is Mr. Robert Adams. We welcomed a new Executive Chef, Mr. Benjamin Freeman. The Quality Department is helping everyone prepare for the CAH Joint Commission Survey and Wyoming Department of Health Survey. Ms. Stephanie Mlinar, Director of Quality, has initiated process mapping and we are preparing for Press Ganey patient survey changes in January 2025.

Chief Financial Officer

Ms. Tami Love, Chief Financial Officer, provided a financial summary. She said we had lower revenue in August and were underbudget in expenses. September volumes are on the lower side with expenses close to budget. The FY24 Audit was presented to the Finance and Audit Committee the previous week. Clifton Larson Allen (CLA) will be onsite at the November meeting for review and approval. We received our CAH provisional license. The Cerner build was moved to production. The Senior Leaders and Ms. Deb Sutton, Marketing Director, are working on a press release. We submitted Reimbursement #2 for the Lab and #1 for the Medical Office Building to the Wyoming State Land and Investment Board (SLIB). Grothouse will report on project delays at the next Building and Grounds Committee meeting.

Chief Nursing Officer

Dr. Clevenger focused on education in-house and in our community in her report. She said she plans to bring a different focus to future meetings. We held a skills fair for nursing staff and it was a big success. It allows for hand-on training that we don't always have the opportunity to obtain. The Emergency Department integrated a residency program involving one experienced nurse and five new nursing graduates. It is a rigorous process. OB continues to offer prenatal classes online and onsite. We offer a breastfeeding support group every week at the White Mountain Library in conjunction with Community Nursing. The Education Department hosts Stop the Bleed and CPR courses each month. Six nurses obtained grant funding for Sexual Assault Nurse Examiner (SANE) certification. This will expand coverage. We currently have two nurses certified and willing to help train with eight in training. We are meeting with the diabetic educator at Community Health to improve the process and become more involved. Employee Health is hosting flu clinics for staff. At the Wyoming Nursing Association (WNA) annual meeting, Ms. Julia Samz was awarded the Face of the Future Award. We added tele-neuro telehealth services through our affiliation with the University of Utah. It is available for physicians and nursing staff to utilize. We are working hard with teams on policy updates related to CAH status. We have been focusing on inpatient bed monitoring.

Chief Executive Officer

Ms. Richardson thanked the Senior Leaders for their reports. She said the Person-Centered Care Committee is rounding on staff and continue to work on the Excellence in Person-Centered Care Certification. The Patient and Family Advisory Council continues to meet. They continue to be huge supporters of the Hospital. We are five years in and continue to add new members. They take their role very seriously. Experiential and communication workshops continue. Ms. Richardson facilitated the Rock Springs Chamber of Commerce Board of Directors Strategic Retreat. She talked about our culture and training. Some of the businesses requested to participate. We have offered Communicating With Empathy to School District #1 students. One student asked to show an empathy video to all students in an assembly. We are getting the message out there about kindness, compassion, and empathy, and people are recognizing that is what we do here. Ms. Richardson gave a huge shout out to everyone working on the CAH process. She said we took our time to make sure this was the right thing to do. The Medical Staff were great in the process. It has been a learning process. This will be beneficial to our patients and our Hospital. Great work has been completed on our policies and billing processes. Town Halls will be conducted in October. PEAK Consulting provided three days of leadership workshops with our team. We had one with the large group together and then separate smaller group sessions. We have received positive feedback from staff. We will follow with four virtual sessions. Gallagher will provide a presentation to the Human Resources Committee to review the wage analysis process. The Board has scheduled a workshop to learn more about the Cancer Center. We interviewed an OB/GYN physician and are planning an onsite visit November 20. The physician is very interested in the opportunity. We spoke with a psychiatrist in residency available in July 2025. The physician is from here and it would be wonderful to get them here. We are planning a joint Foundation and Board meeting in December. We will present at the Pulse meeting on November 20. Ms. Richardson was elected as the Chair of the WHA Board and will conduct quarterly meetings and spend some time at legislative meetings in February. We will receive some funding related to the industrial siting process. Ms. Richardson thanked the County Commissioners for their work on that and advocating for Sweetwater County. The Fall Festival will be at the Events Complex on October 10. The Foundation Casino Night is October 11 at Western Wyoming Community College. The Red Tie Gala is coming in February 2025. Ms. Richardson gave a huge shout out to staff and physicians and said we have been very busy.

PRESIDENT OF THE MEDICAL STAFF REPORT

Dr. Crofts distributed a handout related to the DaVinci robot. She said it arrived in May 2023 and she shared her numbers of procedures from June 2023 to April 2024. She said she is working on getting an intuitive hub in place. The Medical Staff met September 19 and has a presentation from our insurance carrier. She said it was very educational. Dr. Poyer reported on the Prescription Drug Monitoring Program (PDMP). We have increased to 80% of our providers participating in that program. The next meeting is November 20 and will be in-person to conduct elections. There was discussion of term limits and durations of terms. Dr. Crofts said she doesn't have an opinion on it. She said the Medical Staff will discuss at the November meeting. The Medical Staff are reviewing the mentoring model to clarify definitions and requirements under conditions of participation.

COMMITTEE REPORTS

Human Resources Committee

Ms. Pendleton said Gallagher will present at a special meeting on October 14.

Finance & Audit Committee

Mr. Kelsey said the Committee received a nice audit report. CLA will present at the November meeting. The audit went well and staff did a great job. We need to watch expenses closely. Revenues are down. The Committee reviewed the revenue cycle and need more discussion moving forward. Dr. Sowada requested draft minutes of the most recent meeting be included in board meeting packets moving forward.

Bad Debt: The motion to approve the net bad debt and recoveries as presented of \$1,900,546.53 was made by Mr. Kelsey, second by Mr. Rood. Motion carried.

Foundation Board

Mr. Rood said the Foundation Board did not meet.

Executive Oversight & Compensation Committee

Dr. Sowada said there was no report this month.

Joint Conference Committee

Dr. Sowada said there was no report this month.

Buildings & Ground Committee

Mr. Rood said the Committee received updates on the project master plan. The minutes are in the packet.

Compliance Committee

Ms. Pendleton said the Committee did not meet.

Governance Committee

Mr. Kelsey said the group did not meet. He is working with Ms. Suzan Campbell, In-House Legal and Compliance, on policies.

Quality Committee

Dr. Sowada said the information is in the packet.

CONTRACTS

Contract Consent Agenda

Ms. Love reviewed the Ovation Health agreement. The motion to approve the agreement as presented was made by Ms. Pendleton; second by Mr. Kelsey. Motion carried.

Contracts Approved By CEO Since Last Board Meeting

Ms. Richardson reviewed the QLER New Exhibit B document she signed and said she thinks it will be really good for services we definitely need.

GOOD OF ORDER

Dr. Sowada said the American Hospital Association Rural Healthcare Conference will be in San Antonio February 23-26. She said early bird registration ends in December. She said Ms. Richardson is planning to take a team there with her. Anyone on the Board interested in attending should contact Ms. Richardson.

EXECUTIVE SESSION

The motion to go into executive session at 3:19 p.m. to discuss personnel and legal was made by Judge James; second by Mr. Rood. Motion carried.

RECONVENE INTO REGULAR SESSION

The motion to leave the executive session and return to the regular session at 4:42 p.m. was made by Judge James; second by Mr. Rood. 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 Ms. Pendleton. Motion carried.

Credentials Committee Recommendations to the Board of Trustees for Granting Clinical Privileges and Granting Appointment to the Medical Staff from September 10, 2024

1. Initial Appointment to Associate Staff (1 year)
 - Dr. Steven Cameran Mecham, Emergency Medicine
 - Dr. Daniel Stone, Emergency Medicine
 - Dr. Anisha Tailor, Emergency Medicine
 - Dr. Emily Veltus, Emergency Medicine
 - Dr. Laura Voges, Emergency Medicine
 - Dr. Liron Gokovski, Hospitalist
 - Dr. Michele Constant, Pediatrics
 - Dr. Matthew Aney, Pediatrics
 - Dr. Brad Cohen, Radiation Oncology
2. Initial Appointment to Active Staff (2 year)
 - Dr. Rowan Kelner, Emergency Medicine
 - Dr. Hannah Loewenberg, Emergency Medicine
 - Dr. Benjamin Verseman, Emergency Medicine
3. Initial Appointment to Consulting Staff (1 year)
 - Dr. Chhavi Chaudhary, Tele-Psychiatry (QLER)

4. Initial Appointment to Non-Physician Provider Staff (1 year)
 - Laura Mercer Wetzel, LPC Professional Counselor (SWCS)
 - Amanda Wilson, LCSW Clinical Social Worker (SWCS)
5. Reappointment to Active Staff (2 year)
 - Dr. Jonathan Roddy, Emergency Medicine
 - Dr. Banu Symington, Hematology/Oncology
 - Dr. Tony Pedri, Orthopedic Surgery
 - Dr. Elizabeth Wuerslin, Pediatric Hospitalist
 - Dr. Don Dickerson, Radiation Oncology
6. Reappointment to Consulting Staff (2 year)
 - Dr. Anees Daud, Cardiovascular Disease (U of U)
 - Dr. John Ryan, Cardiovascular Disease (U of U)
 - Dr. Libo Wang, Cardiovascular Disease (U of U)
 - Dr. Veronica Moreno-Gomez, Tele-Stroke (U of U)
 - Dr. Aaron Shoskes, Tele-Stroke (U of U)
 - Dr. Cathleen Ivy, Tele-Radiology (VRC)

The motion to approve the Memorandum of Understanding with changes recommended by Counsel and pending verification of the amounts was made by Judge James; second by Ms. Pendleton. Motion carried.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 4:43 p.m.

Dr. Barbara Sowada, President

Attest:

Judge Nena James, Secretary