

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

April 6, 2022

The Board of Trustees of Memorial Hospital of Sweetwater County met via Zoom in regular session on April 6, 2022, 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 at the call to order: Mr. Taylor Jones, Mr. Marty Kelsey, Ms. Kandi Pendleton, Dr. Barbara Sowada, and Mr. Ed Tardoni.

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

Pledge of Allegiance

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

Our Mission and Vision

Dr. Sowada read aloud the mission and vision statements.

Mission Moment

Ms. Richardson said she recently attended a local event where a number of people came to find her to tell her about their good experiences in different areas of the Hospital. Ms. Richardson thanked staff for all they are doing and said she is hearing those good things out in the community.

Mr. Kelsey recently taught at the Rock Springs Satellite High School and a teacher came up to him and shared her young granddaughter's good experience with Dr. Pedri.

AGENDA

The motion to approve the agenda was made by Ms. Pendleton; second by Dr. Sowada. Motion carried.

APPROVAL OF MINUTES

The motion to approve the minutes of the March 2, 2022, regular meeting as presented was made by Dr. Sowada; second by Mr. Tardoni. Motion carried.

COMMUNITY COMMUNICATION

There were no comments.

OLD BUSINESS

COVID-19 Preparation and Recovery – Incident Command Team Update

Ms. Kim White, Incident Commander and Director of Emergency Services, provided a Covid-19 update. She said March was much better as far as Covid went. We closed down our drive-thru vaccine testing March 8. The drive-thru swabbing closed March 26. The State took over testing across the street at Hilltop. Our hope is by the end of April, we will shut down Incident Command. Mr. Jones thanked Ms. White. The motion to remove the Incident Command Team Update from upcoming agendas was made by Mr. Jones; second by Dr. Sowada. Motion carried.

Rules of Practice Governing Hearings

Mr. Phillips reported the process is complete and we have done all we needed to do. Following approval, the information will be filed with the Sweetwater County Clerk and made official. Mr. Phillips thanked everyone involved for their assistance. He said it is greatly beneficial to the Board and the Hospital to have this process in place. Mr. Jones thanked Mr. Phillips for his work. Mr. Kelsey said he feels it is a capstone of work for the Board. The motion to approve the Rules of Practice Governing Hearings as presented was made by Mr. Kelsey; second by Mr. Tardoni. Motion carried.

Compliance Program

Mr. Kelsey said the information was reviewed the prior month and was approved by the Committee. Ms. Richardson said she has not received any questions or concerns. The motion to approve the Compliance Program as written was made by Mr. Kelsey; second by Ms. Pendleton. Motion carried.

Patient Safety Plan

Ms. Kara Jackson, Director of Quality, Accreditation, Patient Safety and Risk, said the information was presented to the Board the prior month. It has been approved by the Medical Staff Executive Committee, Patient Safety Committee, and Quality Committee of the Board. The motion to approve the Patient Safety Plan as presented was made by Dr. Sowada; second by Mr. Tardoni. Motion carried.

Employee Policy - Social Media Policy

Dr. Sowada said this is the second reading of the policy and it is ready for approval. She said it is needed, updated, comprehensive, and addresses the Hospital's needs regarding social media and outlines the requirements for the staff. Mr. Kelsey said he thinks it is a great policy and appreciates everyone who worked on it. The motion to approve the policy as written was made by Dr. Sowada; second by Ms. Pendleton. Motion carried.

NEW BUSINESS

CHIEF EXECUTIVE OFFICER REPORT

Ms. Richardson reported Cerner Go-Live is set for April 18. Everyone working on the project has made excellent progress and things are going well. We are conducting budget meetings with all department leaders. Ms. Richardson thanked Ms. Lena Warren, Community Outreach Director, for conducting a successful health fair event during the entire month of March. The Foundation Retreat is scheduled April 21 from 9:00 AM to 4:00 PM. Ms. Richardson said she is grateful to the Foundation and to everyone supporting the Foundation in the community. The Patient and Family Advisory Council met March 28 and welcomed a new member. The presenter was Ms. Patty O'Lexey, Director of Education. The next meeting is May 9 and we will celebrate three years together. 781 people have completed the Planetree person-centered care experiential workshops. The workshops are now incorporated into new employee orientation. 384 people have completed the Language of Caring communicating with empathy workshops. Volunteers from the Person-Centered Care Committee distributed lip balm to staff coworkers to show appreciation to others. We continue waiting for The Joint Commission survey in the Lab. We are moving forward with a Lab project to submit for the special purpose tax. We are also developing a back-up project. A Rock Springs Chamber Business After Business meet and greet will be hosted by the Hospital at The Holiday Inn Wednesday, May 11, from 5:00 – 7:00 PM. Ms. Richardson invited everyone to please stop by if their schedule allows. She said she attended the American Hospital Association (AHA) Regional Policy Meeting in Denver and the key messages were around strengthening the workforce and the AHA 2022-2024 strategic plan. She is sharing the information with Senior Leaders. Ms. Richardson thanked the Board for their support of her serving on the AHA Regional Policy Board. A Wyoming Hospital Association CEO and Trustee education event is scheduled May 19 in Riverton. Please let Ms. Richardson know if you are interested in attending. Ms. Richardson thanked staff and physicians for the excellent job they are doing. She said we do all we can to continue seeing our patients. She thanked the Board and our Commissioners for their support. Ms. Richardson said it has been our honor to take care of our patients and our community.

COMMITTEE REPORTS

Quality Committee

Dr. Sowada said the minutes are in the meeting packet. She said a large packet of information is also available in the portal.

Human Resources Committee

Dr. Sowada said her report and the minutes are in the meeting packet.

Finance and Audit Committee

Mr. Tardoni said he did not file a chair report. He said the Committee discussed restricting capital for another quarter. He said the financial report is in the meeting packet.

Bad Debt: The motion to approve the net potential bad debt of \$813,929.70 as presented was made by Mr. Tardoni; second by Ms. Pendleton. Motion carried. Mr. Ron Cheese, Patient Financial Services Director, provided an update on self-pay, Covid-related funds, and the interest in our current discount offer.

Building & Grounds Committee

Mr. Kelsey said the information is in the meeting packet.

Foundation

Ms. Tiffany Marshall, Foundation Executive Director, said there has been a lot of talk about trying to implement a transportation plan to help our patients. About one year ago, our family medicine team found their patients were in need of assistance getting to appointments. A transportation policy is in place, and we are working with Star Bus to move forward with some exciting plans. The taxi voucher program remains in place. Ms. Marshall said we are gearing up for the Foundation Retreat April 21 and the group will build strategies for upcoming years.

Compliance Committee

Mr. Kelsey said the report and minutes are in the meeting packet.

Governance Committee

Mr. Jones said the minutes are in the packet.

Executive Oversight and Compensation Committee and Joint Conference Committee

Mr. Jones said Executive Oversight and Compensation is handled during Executive Session and there was nothing new to report for Joint Conference Committee.

BOARD REVIEW OF IPROTEAN

Dr. Sowada said the video assignment for the month related to finance and asked Mr. Tardoni to facilitate the discussion. Each Trustees was asked to share their feedback. Ms. Richardson said she asked the Senior Leaders to also review the information so we can be on the same page and move forward together.

CONTRACT REVIEW

Contract Consent Agenda

The motion to approve the Express Recovery Services agreement was made by Mr. Tardoni; second by Dr. Sowada. Motion carried.

The motion to approve the Unidine agreement was made by Mr. Tardoni; second by Ms. Pendleton. Motion carried. Mr. Chad Cantwell, Unidine Senior Director of Business Development, said Unidine will follow the Hospital's policies and they look forward to the opportunity.

MEDICAL STAFF REPORT

Dr. Crofts reported we are seeing the decline of Covid admissions, but we are still very busy and that may be related to the two-plus years of the lack of people seeking care. We are preparing for Cerner and we know it will be beneficial for all. Mr. Jones thanked Dr. Crofts for her report.

GOOD OF THE ORDER

Mr. Tardoni noted our auditors said we need to watch how well our staff recovers from the implementation of the new electronic health record.

EXECUTIVE SESSION

Mr. Jones said there would be an executive session. He said the Board would leave the current meeting, go to another link, and then return to the original meeting for actions taken following executive session. He said the Board would take a 10-minute break and reconvene in executive session at 3:30 PM. The motion to go into executive session was made by Ms. Pendleton; second by Dr. Sowada. Motion carried.

RECONVENE INTO REGULAR SESSION

At 4:48 PM, the motion to leave executive session and return to regular session was made by Dr. Sowada; second by Mr. Tardoni. Motion carried. Ms. Pendleton was excused from attendance in the regular session.

ACTION FOLLOWING EXECUTIVE SESSION

Approval of Privileges

The motion to approve the privileges and appointments to associated staff and active staff as listed by Ms. Kerry Downs, Medical Staff Services Director, in Executive Session was made by Dr. Sowada; second by Mr. Tardoni. Motion carried.

Credentials Committee Recommendations from March 8, 2022

1. Initial Appointment to Associate Staff (1 year)
 - Dr. David Crockett, Emergency Medicine (U of U)
 - Dr. Wagner Veronese, OB/GYN
2. Reappointment to Active Staff (2 year)
 - Dr. Samer Kattan, OB/GYN
3. Reappointment to Consulting Staff (2 years)
 - Dr. Omar Wever-Pinzon, Cardiovascular Disease (U of U)
 - Dr. Anwar Tandar, Cardiovascular Disease (U of U)
 - Dr. Giavonni Lewis, Tele Burn (U of U)

The motion to approve the two contracts discussed in executive session and authorize the CEO to execute the contracts was made by Dr. Sowada; second by Mr. Kelsey. Motion carried.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 4:49 PM.

Mr. Taylor Jones, President

Attest:

Mr. Marty Kelsey, Secretary