

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

January 7, 2019

The Board of Trustees of Memorial Hospital of Sweetwater County met in regular session on January 7, 2019, 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: Ms. Irene Richardson, Chief Executive Officer, and Dr. Lawrence Lauridsen, Medical Staff President.

Mr. Mathey led the audience in the Pledge of Allegiance. Mr. Kelsey read aloud the mission and vision statements, values, and strategies.

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 December 5, 2018, regular meeting as presented was made by Mr. Jones; second by Mr. Tardoni. Motion carried. The motion to approve the minutes of the December 5, 2018, special workshop as presented was made by Dr. Sowada; second by Mr. Jones. Motion carried.

COMMUNITY COMMUNICATION

There were no comments.

OLD BUSINESS

For Board Approval

Credentialing Policy

The motion to approve the policy as presented was made by Mr. Jones; second by Mr. Kelsey. Following discussion, the motion to approve was withdrawn by Mr. Jones; second by Mr. Kelsey. Mr. Mathey said to let the matter pend until we can consider the policy along with the updated medical staff bylaws in the next few months.

Investment Policy

The motion to approve the policy was made by Mr. Kelsey; second by Mr. Jones. Motion carried.

NEW BUSINESS

From the Human Resources Committee

Conflict Resolution Policy & Drug and Alcohol Free Workplace Policy

Mr. Tardoni reported the staff on the Human Resources Committee have been heavily involved in the work on the policies.

Board Meetings and Workshops

The Board agreed on a January 31 budget workshop and will not conduct the regular February Trustee meeting. The Board agreed to move the July 3 regular meeting to July 10. A special quality workshop will be conducted August 29. The Board will not conduct the regular September Trustee meeting.

CHIEF EXECUTIVE OFFICER REPORT

Ms. Richardson wished everyone a happy, healthy, and prosperous 2019. She said Town Halls are scheduled for January, April, July and October, and invited the Trustees to attend. A State of the Strategic Plan Retreat is scheduled in March. Ms. Richardson said we are moving forward with all initiatives. She reported on physician recruitment efforts. Ms. Richardson extended our sincere appreciation to the Board of County Commissioners for their generous gift of \$1M for our central plant upgrade project. The Joint Commission was onsite December 17 and 18 and the life safety portion of the process will be completed January 4. We are working on applying for critical access licensing which is basically a reimbursement designation that would be beneficial to the Hospital. The President of the Wyoming Hospital Association (WHA) invited Ms. Richardson to apply for a vacant WHA board position. They also have a vacancy on the Board Council. Dr. Sowada volunteered. Ms. Richardson thanked all staff for their work every day.

COMMITTEE REPORTS

Quality Committee

Dr. Sowada recognized Ms. Richardson and the staff. She reported we are in the queue to receive a four star award from CMS in February. Dr. Sowada recognized Mr. Jones and the work done leading up to this point. She thanked everyone for their work for this wonderful accomplishment. Ms. Suzan Campbell, Chief Legal Executive and General Counsel, announced Ms. Amanda Molski, Quality Director's, last day is January 17. We are in the process to find a replacement.

Human Resources Committee

Mr. Tardoni referenced his report in the meeting packet. He said the majority of the Committee are hospital staff. Mr. Tardoni said the Board members work with staff to get things done. He thinks it is very important dissenting opinions are expressed to the Board. Mr. Tardoni reported our turnover rate continues to decline and it appears our economy has stabilized plus our hope is people are happy working here. Mr. Tardoni said the Board has been working to inspire people to know they are empowered.

Finance and Audit Committee

Capital Expenditure Request: Mr. Kelsey said the Board has been working diligently for the past several weeks on a central plant upgrade. The motion to approve a contract with ST&B Engineering to the extent that we take engineering through the schematic design phase with specification that article 30 be open to negotiation prior to approval of the entire contract for capital expenditure request FY19-24 was made by Mr. Kelsey; second by Mr. Tardoni. Motion carried.

Narratives: Ms. Tami Love, Chief Financial Officer, reviewed the narrative highlights included in the meeting packet.

Investment Recommendation: Mr. Kelsey said that with passage of the investment policy earlier in the meeting, the Board will no longer present the investment summary for approval each month. Ms. Love said we are working on a new format for the report in the Finance and Audit Committee meeting packet.

Bad Debt: The motion to approve the net potential bad debt of \$552,375.45 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. Mathey commended Mr. Tardoni for the report he included in the meeting packet. Mr. Tardoni reviewed scope creep comments and encouraged everyone to be very transparent in the project cost and avoid any add-ons. Mr. Jim Horan, Facilities Director, said many projects were on-hold due to preparations for The Joint Commission's visit. LED parking lot lighting work progresses. An invitation to bid for the retaining wall project will be in newspapers January 8.

Foundation Board Committee

Ms. Tiffany Marshall, Foundation Director, wished everyone a happy new year. She reported we are focusing on the Red Tie Gala February 2. Ms. Marshall said the employee campaign is moving forward.

Compliance Committee

Dr. Sowada reported the Committee did not meet in December.

Joint Conference Committee

Mr. Mathey reported the Committee met in December and began their review of the medical staff bylaws. On January 1 the chairmanship of the committee moved to the Board of Trustees so Mr. Mathey will chair in 2019. Mr. Mathey said he intends to appoint Dr. David Dansie to the Committee because we do not want to lose his expertise.

CONTRACT REVIEW

Ms. Campbell referenced the contract approved by the CEO since the last meeting. There were no questions or comments.

MEDICAL STAFF REPORT

Dr. Lauridsen announced the medical staff leadership:

President: Dr. Lawrence Lauridsen
Vice President: Dr. Wallace Curry
Secretary/Treasurer: Dr. Israel Stewart
Chief Medical Officer: Dr. Melinda Poyer
Immediate Past President: Dr. David Dansie

General Services Department:

Chair: Dr. Cielette Karn
Vice-Chair: Dr. Christian Theodosios

Medicine Department:

Chair: Dr. Charles Knight
Vice-Chair: Dr. Zachary Nicholas

Surgery Department:

Chair: Dr. Steven Croft
Vice-Chair: Dr. Jacques Denker

Dr. Lauridsen there were no medical staff meetings in December.

GOOD OF THE ORDER

Mr. Mathey announced the WHA is again offering the Best on Board training program. It is free to new members of the Board and \$250 for returning members.

Dr. Sowada extended "hats off" to Ms. Janae Gale, Volunteers/Community Outreach Director, and to Mr. Horan for their work in the community with a cancer support group and suicide survivors support group. Dr. Sowada said they saw needs and stepped up to help.

Mr. Jones echoed his thanks to the Board of County Commissioners for their support.

Mr. Tardoni said medical knowledge is with the medical staff. By having an organized medical staff, they provide a service to our community and to our hospital. Mr. Tardoni said even though Dr. Lauridsen is not a “board member” he is a vital part of this process. Mr. Tardoni asked Dr. Lauridsen to please convey that feeling to the entire medical staff and thanked Dr. Lauridsen for his efforts. Mr. Mathey said he also considers Dr. Lauridsen a member of the Board and will call on him for his recommendations and ask for information.

EXECUTIVE SESSION

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

RECONVENE INTO REGULAR SESSION

The Board of Trustees reconvened into Regular Session at 5:42 PM.

The motion to authorize the CEO to pursue contracts with the physicians as discussed was made by Mr. Jones; second by Mr. Tardoni. Motion carried.

CREDENTIALS

Approval of Privileges

The motion to approve the December 11, 2018, Credentials Committee Recommendations as follows for appointment to the Medical Staff with the exclusion of Dr. Mihail Chelu, which is tabled for further review, was made by Mr. Kelsey; second by Mr. Jones. Motion carried.


1. Initial Appointment to Consulting Staff (1 year)
 - ~~Dr. Mihail Chelu, Cardiology (U of U)~~
 - Dr. Usman Khan, Cardiology (Casper Cardiology/Cedars Health)
2. Initial Appointment to Locum Tenens Staff (1 year)
 - Dr. Kimberly Kilgore, Pediatrics
 - Dr. Jonathan Schwartz, Hospitalist
3. Initial Appointment to AHP Staff (1 year)
 - Cathryn Koptiuch, Genetic Counselor (U of U)
4. Reappointment to Active Staff (2 years)
 - Dr. Augusto Jamias, General Surgery
 - Dr. Preetpal Grewal, OB/GYN
 - Dr. Lawrence Lauridsen, Occupational Medicine/Family Practice
5. Reappointment to Consulting Staff (2 years)
 - Dr. Patrick Plummer, Sleep Medicine
 - Dr. Lucy Dana DeWitt, Tele Stroke (U of U)
 - Dr. Jonathon Lee, Tele Radiology (VRAD)

6. Reappointment to Locum Tenens Staff (1 year)
 - Dr. Vidya Raj Krishnamurthy, Hospitalist
7. Reappointment to AHP Staff (2 years)
 - Kayleen Logan, APRN


The motion to approve the Genetic Counseling Delineation of Privileges and Podiatric Surgical Privileges as discussed was made by Mr. Jones; second by Dr. Sowada. Motion carried.

ADJOURNMENT

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


Mr. Richard Mathey, President

Attest:


Mr. Ed Tardoni, Secretary