

**MINUTES FROM THE SPECIAL MEETING
MEMORIAL HOSPITAL OF SWEETWATER COUNTY
BOARD OF TRUSTEES
AND MHSC FOUNDATION BOARD**

July 26, 2018

The Board of Trustees of Memorial Hospital of Sweetwater County met in special session with the Hospital Foundation Board of Directors on July 26, 2018, at 6:00 PM with Mr. Taylor Jones, Vice President, presiding.

CALL TO ORDER

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

Mr. Jones welcomed the Foundation Board of Directors. Present: Ms. Dianne Blazovich, Ms. Becky Costantino, Ms. Kelly Sugihara, and Mr. Charlie Van Over.

Officially present: Ms. Irene Richardson - Chief Executive Officer, Ms. Tiffany Marshall – Foundation Director, and Ms. Suzan Campbell – Chief Legal Executive and General Counsel.

Mr. Jones announced Mr. Mathey had an accident while hiking and was recovering. Everyone in attendance wished Mr. Mathey a speedy recovery.

FOUNDATION BOARD UPDATE

Mr. Van Over thanked the Board of Trustees for meeting. He reported the annual Foundation golf tournament will be held in Green River August 5 and invited the Trustees to attend. He said the Waldner House continues to be utilized by patients and we are pleased with the continued support from the community. We received another large donation from the 4H Shooters for household items. Mr. Van Over said there is still no staff at the Waldner House so Ms. Marshall is covering the required duties. He said she may need part time help because the next Red Tie Gala will be here before we know it.

FOUNDATION DIRECTOR UPDATE

Ms. Marshall distributed employee contribution campaign materials and reviewed the contributions from the last year. She detailed the patient assistance fund and fellow employee assistant fund. Ms. Marshall said in the last 24 months the patient assistance fund has been utilized greatly and we exhausted available funds. Ms. Marshall reported she froze the program until funds were built back up. The goal is to build it back up to \$12,000. Ms. Marshall said the Foundation mission statement is to fund the betterment of the Hospital. Employees can donate to individuals and Ms. Marshall facilitates where those funds go. She said she cannot fundraise outside the Hospital for those two programs. Ms. Marshall said she wants to thank staff and recognize donors better than we have in the past so she is implementing a rewards program. The campaign will be rolled out the second week in August. The goal is to raise approximately \$20,000. Contributions will be ongoing until stopped by the donor. Mr. Jones said he is a fan of face-to-face requests. Ms. Marshall said Ms. Stevie Nosich, Facilities Coordinator, helps her with fundraising a great deal. Ms. Marshall has been working with Mr. Keaton West from Vaughn's and they are planning to

donate a new furnace, air conditioning and filtration system worth approximately \$10,000 at the Waldner House. Rushmore Furniture recently donated a new washer and dryer to the Waldner House. Ms. Marshall plans to make thank you magnets to send to people about a month after they stay in the House. Ms. Marshall shared some of the prizes and gifts that will be given at the August 5 Foundation golf tournament. Ms. Marshall provided a brief overview of the cancer prevention and Wyoming breast health initiatives grants. A Paint the Town Pink awareness event is planned for October 5 at the Broadway Theater. Ms. Marshall reported the Foundation Bylaws were updated and signed by the Foundation Board the previous month. Following the suggestion of Mr. Mathey, one change was the removal of the Board of Trustees having to ratify the appointment of volunteers to the Foundation Board of Directors. Ms. Marshall said she will forward a copy of the ratified bylaws to the Board of Trustees.

CHIEF EXECUTIVE OFFICER UPDATE

Ms. Richardson reported eight Town Hall meetings were held where she gave to staff the presentation she gave at the June Board of County Commissioners meeting. During the Town Hall meetings, she said she highlighted the Foundation to help staff understand how much the Foundation helps the Hospital. The next Town Halls will be held in October. She said Foundation Board of Directors are always invited to attend. Ms. Richardson said we are recruiting for a Pediatrician, Pulmonologist, and Orthopedic Surgeon. The Hospital Picnic is scheduled August 11 from 12:00 – 4:00 PM at Crossroads Park West in Rock Springs. Ms. Richardson said Hospital staff walked in the Green River parade and we handed out over 600 bottles of water. She said we have the opportunity to do it again the weekend of the Red Desert Parade in Rock Springs. An ice cream social for day and night shift staff is scheduled August 23 to celebrate accreditation from The Joint Commission. Ms. Richardson said the Hospital will have two booths at the county fair. Volunteers and physicians are staffing five-hour shifts. Ms. Richardson said we are offering sports physicals August 1 and 2 from 2:00 – 4:00 PM. Ms. Sugihara will be there to help raise HPV vaccine awareness. Ms. Richardson said \$500,000 from the Francis Rappy Estate has been received and deposited into the Foundation account. We believe there are still additional funds we will receive in the future from her estate. Ms. Richardson reported the Hospital new fiscal year (FY19) started July 1. The auditors were on-site the past week. Ms. Richardson said everyone did a great job and commended Ms. Tami Love, Chief Financial Officer, and her team. The audit will be presented to the Finance and Audit Committee in September and to the full Board in October for approval. Last year, the Hospital experienced an approximate \$8M loss. This year we had about a \$500,000 loss.

HOSPITAL BOARD UPDATE

Mr. Jones reported the Trustees appointed committee positions/responsibilities earlier in the month at their regular meeting as follows:

Board Positions:

- Richard Mathey, President
- Taylor Jones, Vice President
- Marty Kelsey, Treasurer
- Ed Tardoni, Secretary

Committees:

- Finance and Audit: Taylor Jones and Marty Kelsey
- Quality: Barbara Sowada and Marty Kelsey
- Human Resources: Marty Kelsey and Ed Tardoni

- Building and Grounds: Ed Tardoni and Barbara Sowada
- Governance: Richard Mathey and Barbara Sowada
- Joint Conference: Richard Mathey and Ed Tardoni
- CEO Oversight and Compensation: Richard Mathey and Taylor Jones
- Foundation: Taylor Jones

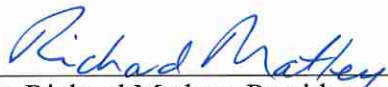
Mr. Jones noted that it is good to get new faces and ideas on the various committees and he looks forward to the changes as everyone is working together to move forward. Mr. Jones reported that the Hospital's quality has improved and the committee is pleased with that progress. He reported the Trustees appreciate the County Commissioners' support in the efforts to move the Hospital forward. Mr. Jones said the committee charters have been completed and now they are working on revising and fine tuning them to meet the needs of each individual committee. He said they are starting to dive into employee policies to get necessary updates and thanked Ms. Suzan Campbell, Chief Legal Executive and General Counsel, for all of her help with the process. Mr. Jones recognized Ms. Richardson and the hospital staff for turning around an \$8M loss, noting that it was an amazing feat.

ADJOURNMENT

The Foundation Board of Directors recognized Ms. Richardson and thanked her and the Trustees for their hard work and support of the Hospital.


There being no further business to discuss, the meeting adjourned.

The next joint meeting is scheduled Thursday – October 25, 2018, at 6:00 PM. Dinner will be provided at 5:30 PM.



Mr. Richard Mathey, President

Attest:



Mr. Ed Tardoni, Secretary