

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

March 2, 2022

The Board of Trustees of Memorial Hospital of Sweetwater County met via Zoom in regular session on March 2, 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; Mr. Jeff Smith, Sweetwater County Board of County Commissioners Liaison.

Pledge of Allegiance

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

Our Mission and Vision

Mr. Tardoni read aloud the mission and vision statements.

Mission Moment

Ms. Richardson read comments aloud provided by members of the Patient and Family Advisory Council. The question for discussion at the February meeting was, "How would you describe the Hospital to someone who asked you to tell them about us?" Following are their responses:

- I would tell someone to give the hospital, their doctors and staff, a chance. There are many great people working very hard to make a positive difference in the hospital setting. Overlook the Facebook people who know a whole lot about nothing! Do your own research and make your own decisions for yourself and your family. Try it. You'll like it!
- Very clean, well-managed and staffed. All of you are great. I've had nothing but excellent experiences and would only give an excellent review.
- When people ask me about the hospital, and they do, I say you're talking about my neighbors. Not only physically, but neighbors to the entire community. What stands out is that personal touch. I feel like I lose my sense of identity somewhere else. Really strong, genuine sense you really do care about every patient that comes in.
- Cleanliness! I was "gob smacked" at how clean the hospital is. And the efficiency. My experiences are mostly with my husband. He was ushered in, given excellent care, then ushered out but not just sent out after giving excellent care, they checked up on him. There are some people that nothing will ever make them happy. And if they are the loudest voices then they are not giving a true representation of the spectacular hospital we have.

- A dedicated team of professionals concerned about the well-being of our community time and time again. They live in our community and know who you are and check up on you.

Ms. Richardson said the group meets on the last Monday of the month via Zoom and invited the Trustees to let her know if they would like to attend.

AGENDA

The motion to approve the agenda as amended to add review of a proposed social media policy was made by Dr. Sowada; second by Mr. Kelsey. Motion carried.

APPROVAL OF MINUTES

The motion to approve the minutes of the February 2, 2022, regular meeting as presented was made by Mr. Tardoni; second by Ms. Pendleton. 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 she had good news to report. There has been an all-around decrease in all things related to Covid and said it is exciting to be on the downtrend. March 8 is the final day for the drive thru Covid vaccinations. Ms. White commended Ms. Noreen Hove, Director of Infection Prevention/Employee Health and Grievances, and Ms. Patty O'Lexey, Director of Education, for their dedication to ensuring we provided the vaccination services. We are looking at not having a dedicated swabbing station in the near future. Mr. Jones thanked Ms. White for her report and for everything she and staff have been doing.

Rules of Practice Governing Hearings

Mr. Phillips reported the comment period ends on this date so we cannot adopt until the next meeting. He said he is not aware of any comments made to-date.

Compliance Program

Mr. Kelsey said draft information is in the packet for a first reading. He asked for any comments or questions to be sent directly to Ms. Richardson. Mr. Kelsey and Ms. Pendleton thanked staff who worked on the plan.

Board Policy: CEO Evaluation

Dr. Sowada said she has not received any comments regarding changes, so she feels the policy is ready for approval. The motion to approve the CEO Evaluation Policy as presented was made by Dr. Sowada; second by Ms. Pendleton. Motion carried. Dr. Sowada asked for the policy to be added to Policy Stat in the correct format.

Medical Staff Bylaws

Mr. Kelsey suggested a change to some wording on page 45 of the document. Dr. Crofts said we can approve and then make that correction. She asked Ms. Kerry Downs, Medical Staff Services Director, to make the correction. Mr. Kelsey thanked the people involved with the bylaws update. He said he thinks it is better now than any version ever presented to the Board. Ms. Richardson said she agreed and thanked everyone for their excellent work. Mr. Jones said it has been a huge undertaking and expressed his appreciation to everyone involved. The motion to approve the Medical Staff Bylaws with the change suggested by Mr. Kelsey as discussed was made by Mr. Tardoni; second by Mr. Kelsey. Motion carried.

NEW BUSINESS

Patient Safety Plan

Ms. Kara Jackson, Director of Quality, Accreditation, Patient Safety and Risk, said a new plan was created last year. She reviewed the information in the packet and said medical staff oversight was added this year and the information was reorganized.

Social Media Policy

Dr. Sowada said the policy replaces another current policy and will bring the Hospital up to date with what is needed at this time. She said it is an important policy.

CHIEF EXECUTIVE OFFICER REPORT

Ms. Richardson welcomed Ms. Robin Jenkins, the new Director of Care Management. Ms. Richardson said the Cerner electronic health record go-live was scheduled February 28. The Senior Leaders met with the Project Team and Cerner representatives to decide if that was the right timing. After careful analysis and evaluation, the group felt the best success would come from postponing go-live for a small amount of time. We are now looking at the week of April 18. Ms. Richardson said the Centers for Disease Control issued new guidance on masks in non-healthcare settings. She clarified the Hospital will continue to wear masks. Ms. Richardson provided an update on supply chain issues and thanked Ms. Angel Bennett, Materials Management Director, and her staff for all they are doing to help us get the supplies we need. The Hospital experienced frozen sprinkler lines the previous week. Ms. Richardson commended the staff for their quick response and clean-up. She said a report will be provided at the Building and Grounds Committee March meeting. Ms. Richardson said we continue working on budgets. We will determine the timing of a Finance and Audit Workshop. March is healthcare month. Low-cost lab testing will be offered Tuesdays and Wednesdays with appointments or on a walk-in basis. Weekly drawings and a grand prize at the

end of the month will be awarded. Ms. Richardson provided a strategic plan update. In the area of patient experience, our person-centered care work continues. She said compassionate care and person-centered care are our culture and commended everyone involved in those efforts. In the area of quality, we continue preparing for our lab survey and we successfully moved to Synergi from Midas. In the area of community, Ms. Richardson congratulated Ms. Tiffany Marshall, Foundation Executive Director, for a hugely successful Red Tie event. She thanked staff and physicians for their involvement and support. Ms. Richardson thanked the Board for their generous donation to the auction. She thanked all sponsors and everyone participating in activities. In the area of financial stewardship, Ms. Richardson reported we submitted a lab remodel for an estimated \$5-7M for a six-penny project. We continue looking at vendors for a culinary services contract. We plan to bring a contract to the next meeting for Board approval. Ms. Richardson said we continue working with the Wyoming Hospital Association on current proposed legislation. She thanked local legislators for all they are doing for our community. In the area of workplace experience, Ms. Richardson thanked staff and physicians for the work they do. She commended everyone for all of their hard work and service to our community. She thanked the Board for their support and help, and thanked the Commissioners for all of their support. Mr. Jones echoed her comments and expressed his appreciation on behalf of the Board. There was brief discussion of workshops vs. presentations in regular meetings. Ms. Suzan Campbell, In House Counsel, requested an hour after July 1 for annual compliance training and updates.

COMMITTEE REPORTS

Quality Committee

Dr. Sowada said the information is in the packet.

Human Resources Committee

Dr. Sowada said the information is in the packet.

Finance and Audit Committee

Mr. Tardoni said he did not attend the meeting due to a conflict with the State Miner's Board meeting. Ms. Pendleton conducted the meeting and reported the information is in the packet.

Capital Expenditure Request: The motion to approve capital expenditure request FY21-53 for \$230,805 for work in Dr. Sulentich's office was made by Ms. Pendleton; second by Mr. Tardoni. Motion carried. The request was approved previously and there were changes. Also, Dr. Sulentich has agreed to pay 50% of the expense.

Bad Debt: The motion to approve the net potential bad debt of \$1,515,577.49 as presented was made by Ms. Pendleton; second by Mr. Tardoni. Motion carried.

Building & Grounds Committee

Mr. Kelsey said the information is in the packet.

Foundation

Ms. Marshall reported on the Red Tie Gala. She said we hit our goal of \$100,000. She is also pleased with the profit portion. Ms. Marshall thanked the Trustees for their donation to the auction. She said the Foundation is rolling out the Guardian Angel Program as a way for patients and families to thank someone at the Hospital. The Foundation Retreat for the Foundation Board, Hospital Board, and Senior Leaders is scheduled April 21. She said 100% attendance is so important to what we are trying to do. Mr. Jones thanked everyone for participation in the week of activities leading up to the event. Ms. Pendleton said the event was well done.

Compliance Committee

Mr. Kelsey reported information is in the 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 was about doing more with less. She asked Mr. Tardoni to facilitate the discussion. Ms. Pendleton said she felt the information was valuable, interesting, and worthwhile. Dr. Sowada said the portfolio assessment would be valuable in looking at the strategic plan. The multi-year financial forecast information is valuable. Mr. Kelsey said his main takeaway was destination final metrics. He also liked the portfolio assessment. Mr. Jones said there is always something we can improve. He liked the information on balance between finances and community needs. Mr. Jones said he feels good about this Board and what the Board has done and continue doing. Mr. Tardoni wants to make sure all Board members have a copy of the Wyoming statute defining what a memorial hospital is when they watch the next videos. He added he thinks the Quality staff have been phenomenal with keeping up with regulations.

CONTRACT REVIEW

Contract Consent Agenda

The motion to approve the Tacore Medical contract was made by Mr. Tardoni; second by Dr. Sowada. Motion carried.

MEDICAL STAFF REPORT

Dr. Crofts said she has been getting a good response with providers regarding Cerner coming. She said she thinks providers are excited, on-board, and getting ready.

GOOD OF THE ORDER

Mr. Tardoni said his term on the State Miner's Board ends in 2023. He reminded people you don't have to be a Hospital Trustee to serve on that Board.

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 7-minute break and reconvene in executive session at 3:20 PM. The motion to go into executive session was made by Dr. Sowada; second by Mr. Kelsey. Motion carried.

RECONVENE INTO REGULAR SESSION

At 3:50 PM, the motion to leave executive session and return to regular session was made by Dr. Sowada; second by Mr. Tardoni. Motion carried.

ACTION FOLLOWING EXECUTIVE SESSION

Approval of Privileges

The motion to approve the credentials and privileges for the providers discussed in executive session was made by Dr. Sowada; second by Ms. Pendleton. Motion carried.

Credentials Committee Recommendations from February 8, 2022

1. Initial Appointment to AHP Staff (1 year)
 - Emily James, OB/GYN Family Nurse Practitioner
2. Reappointment to Active Staff (2 year)
 - Dr. Neal Asper, Anesthesia
3. Reappointment to Consulting Staff (2 years)
 - Dr. Brent Wilson, Cardiovascular Disease (U of U)
 - Dr. Alexander Colonna, Tele ICU (U of U)
 - Dr. Marta McCrum, Tele ICU (U of U)
 - Dr. David Renner, Tele Stroke (U of U)
4. Reappointment to AHP Staff (2 years)
 - Melissa Jewell, Family Medicine Physician Assistant

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

ADJOURNMENT

The next meeting is scheduled April 6, 2022 at 2:00 PM.

There being no further business to discuss, the meeting adjourned at 3:52 PM.

Mr. Taylor Jones, President

Attest:

Mr. Marty Kelsey, Secretary