

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

May 3, 2023

The Board of Trustees of Memorial Hospital of Sweetwater County met in regular session on May 3, 2023, 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: Mr. Marty Kelsey, Ms. Kandi Pendleton, and Dr. Barbara Sowada.

The following Trustees were excused: Mr. Taylor Jones 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; and Mr. Robb Slaughter, County Commissioner Liaison.

Pledge of Allegiance

Dr. Sowada led the attendees in the Pledge of Allegiance.

Our Mission and Vision

Ms. Pendleton read aloud the mission and vision statements.

Mission Moment

Dr. Sowada said she has a friend who was recently in the Hospital who gave her permission to share that we “hit a home run out of the park with the bases loaded.” Her friend said it started with the pre-surgery information and said the follow-up care was outstanding. Dr. Sowada congratulated everyone for the fantastic care.

AGENDA

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

APPROVAL OF MINUTES

The motion to approve the minutes of the April 5, 2023, regular meeting as presented was made by Ms. Pendleton; second by Mr. Kelsey. Motion carried.

COMMUNITY COMMUNICATION

There were no comments.

OLD BUSINESS

Employee Policies – Workplace Violence Prevention

Dr. Sowada said work is still in progress.

Board Meeting Guidelines

The motion to approve the guidelines as presented was made by Mr. Kelsey; second by Ms. Pendleton. Motion carried.

Employee Policies – Drug And Alcohol Free Workplace And Testing Policy With Substance Abuse Checklist

The motion to approve the policy as amended to include minor changes recommended by Mr. Kelsey (“should” changed to “shall” and capitalize “Hospital”) was made by Ms. Pendleton; second by Mr. Kelsey. Motion carried.

Sentinel Event Policy

The motion to approve the policy as presented was made by Mr. Kelsey; second by Ms. Pendleton. Motion carried.

NEW BUSINESS

Board Policy – CEO Evaluation

Dr. Sowada requested all comments on the proposed policy be sent to her and to Mr. Jones to bring to the Committee in June.

Oncology Suite Project Bid

Ms. Richardson reviewed the project and bid. She said we know we need to have the project complete so it is necessary to start as soon as possible. We requested bids and only received one. Ms. Richardson said she exercised her emergency authority to accept the sole bid and now is bringing it to the full Board for ratification. The bid received was in excess of the estimate. The higher rate has been explained. Mr. Kelsey said this was discussed extensively by the Building and Grounds Committee. We looked at all options and reviewed with the architect. Mr. Kelsey said we need to have it done and need to show the State Board of Pharmacy we are serious about getting it done. The motion to ratify the contract between the Hospital and A Pleasant for \$998,300 as presented was made by Mr. Kelsey; second by Mr. Pendleton. Motion carried.

Credentials Committee

Proctors for Robot, Onboarding Packet: The motion to approve the information as presented was made by Ms. Pendleton; second by Mr. Kelsey. Motion carried.

General Surgery Privilege Form: The motion to approve the information as presented was made by Ms. Pendleton; second by Mr. Kelsey. Motion carried.

CHIEF EXECUTIVE OFFICER REPORT

Ms. Richardson provided a physician recruitment update and said we will bring some wonderful additions to the team. We continue to search for a urologist and a pediatrician. We have opened a search for a psychiatrist. Ms. Richardson said we continue to finetune the FY24 budget. She said it is a big budget with great detail and thanked Ms. Tami Love, Chief Financial Officer, and her team for their work. We will present our budget to the County Commissioners at their meeting on May 16. We continue to move forward in the Critical Access Hospital process. Ms. Richardson said the State and our auditors have been very helpful. The DaVinci robot is onsite and we plan to start procedures this summer. Ms. Richardson thanked the Foundation for all they've done to help make it happen. She thanked the Board for allowing her to participate in the American Hospital Association (AHA). The annual meeting is primarily for visits with our legislators to discuss all the issues we are facing. Ms. Richardson said she is very proud we are the community's hospital and for the exceptional, safe, quality care we provide. She said she is proud of how we take care of the entire community. She said all hospitals have the same issues and we need to work to stabilize the financial health of hospitals and health systems. Ms. Richardson said healthcare costs are at a record high. She said we need Congress to hold insurers accountable to helping with access to care and reign in increasing drug costs. She said we need to strengthen the healthcare workforce. Ms. Richardson said we need to secure the ability to continue to provide healthcare to communities. She said she appreciated the opportunity to advocate for our hospital. Ms. Richardson read aloud a letter received from Mr. Ron Wild of Rocky Mountain Power commending MHSC for our energy conservation efforts. Ms. Richardson said we continue to prepare for The Joint Commission survey and thanked the Quality Department and department leaders for their work in preparing. Ms. Richardson said National Hospital Week is May 8 – 12. The Wyoming Hospital Association Spring CEO and Trustee Conference will be held in Casper and Ms. Richardson and Dr. Sowada plan to participate. The Board moved the June meeting from June 7 to June 6 to allow Ms. Richardson to participate in the AHA Regional Meeting. Ms. Richardson will present her annual report to the County Commissioners in June and talk about the community benefit we provide, as well as reconcile the maintenance funds we receive and are so grateful for. Dr. Sowada said the support of the County Commissioners has been valuable. She said our community family is in it together. Commissioner Slaughter said he has been learning a lot since becoming the Hospital Liaison. He said it is great to show the effort the Hospital and Foundation are making and the open communication to give the public the opportunity to see all that is going on. He said it is nice to have the relationship to be able to call and talk and have open dialogue and said that benefits all of us.

COMMITTEE REPORTS

Quality Committee

Dr. Sowada said the information is in the meeting packet.

Human Resources Committee

Ms. Pendleton said the Committee did not meet.

Finance and Audit Committee

Mr. Kelsey said Mr. Tardoni's report, financial narrative and statements are in the meeting packet.

Capital Expenditure Request: Mr. Kelsey presented two capital expenditure requests. The motion to approve Capital Expenditure Request FY23-39 for budgeted servers to the low-bid by CompuNet for \$78,464.22 as presented was made by Mr. Kelsey; second by Ms. Pendleton. Motion carried. The motion to approve Capital Expenditure Request FY23-48 for a budgeted Siemens C-Arm for \$184,189 as presented was made by Mr. Kelsey; second by Ms. Pendleton. Mr. Kelsey said the Hospital signed an agreement with Siemens so there was no bid. Motion carried.

Bad Debt: The motion to approve the net potential bad debt of \$1,127,654.68 as presented was made by Mr. Kelsey; second by Ms. Pendleton. Motion carried.

I.S. Report: Mr. Kelsey said the report is in the meeting packet.

Building and Grounds

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

Foundation

Ms. Richardson reported the Foundation Board met the prior week. She said there was a lovely ribbon cutting for the new donor wall and said Ms. Tiffany Marshall, Foundation Executive Director, did an excellent job with the project and event. Ms. Richardson recognized the Foundation Board for all of their work and support. Ms. Richardson announced the Foundation Board will host a Casino Night at WWCC August 26. The Foundation Board continues to work on their strategic plan.

Compliance Committee

Ms. Pendleton said the information is in the meeting packet.

Governance Committee

Dr. Sowada said the information is in the meeting packet.

Executive Oversight and Compensation Committee

Dr. Sowada said there is nothing to report.

Joint Conference Committee

Dr. Sowada said there is nothing to report.

Dr. Sowada said being on a committee does take a substantial amount of time. It is a commitment to the Hospital and our community. She said she appreciates all the Trustees for all they do. She said their teamwork is appreciated.

CONTRACT REVIEW

Ms. Richardson credited Ms. Leslie Taylor, Clinics Director, for all of her work on the QLER agreement. She said it will be very beneficial to our patients. The motion to approve the agreement as presented was made by Mr. Kelsey; second by Ms. Pendleton. Motion carried.

EDUCATION

Dr. Sowada said there were no assignments made for review and discussion this month.

MEDICAL STAFF REPORT

Dr. Crofts shared a personal experience of being a patient. She said Ms. Richardson has brought Planetree into our hospital and Dr. Crofts said she does see value in it. She learned the value as a patient in something as simple as introducing yourself. It makes the difference between a good experience and an excellent, exceptional experience. She said it is important what Ms. Richardson has done here to change our culture. Dr. Crofts commended the on-call team. She said they are people who help take care of our patients. She said she appreciates us looking for a psychiatrist and agrees we need to take the lead in the community-wide effort to improve access to mental health services. The next General Medical Staff meeting is on May 4 with a Star Wars theme.

GOOD OF THE ORDER

Ms. Pendleton shared a patient experience story involving the Walk-In Clinic and said it was efficient with nice service. She said it is wonderful to have that option.

EXECUTIVE SESSION

The motion to go into executive session was made by Mr. Kelsey; second by Ms. Pendleton. Motion carried.

RECONVENE INTO REGULAR SESSION

At 5:44 p.m., the motion to leave executive session and return to regular session was made by Ms. Pendleton; second by Mr. Kelsey. Motion carried.

ACTION FOLLOWING EXECUTIVE SESSION

Approval of Privileges

The motion to approve the list of clinical privileges and granting appointments to the Medical Staff as reviewed in executive session was made by Ms. Pendleton; second by Mr. Kelsey. Motion carried.

Credentials Committee Recommendations to the Board of Trustees for Granting Clinical Privileges and Granting Appointment to the Medical Staff from April 17, 2023

1. Initial Appointment to Associate Staff (1 year)
 - Dr. Emily Sanchez, Emergency Medicine (U of U)
 - Dr. Christine Raps, Emergency Medicine (U of U)
 - Dr. Katharine Clapham, Cardiovascular Disease (U of U)
2. Initial Appointment to Active Staff (2 years)
 - Dr. David Crockett, Emergency Medicine (U of U)
 - Dr. Mark Stowers, OB/GYN
3. Reappointment to Active Staff
 - Dr. Jeffery Wheeler, OB/GYN
4. Reappointment to Active Staff (2 years)
 - Dr. Rahul Pawar, Nephrology
 - Dr. Joshua Binks, Radiation Oncology
5. Reappointment to Consulting Staff (2 years)
 - Dr. Donald Nicell, Tele Radiology (Vrad)
 - Dr. Stephanie Lyden, Tele Stroke (U of U)
 - Dr. Jana Wold, Tele Stroke (U of U)
6. Reappointment to Non-Physician Provider Staff (2 years)
 - Deseriee Padilla, AGNP-C – Nurse Practitioner
 - Thomas Bibber, Clinical Social Work (SWCS)

The motion to approve the provider contracts presented by the CEO and authorize the CEO to sign the contracts as discussed in executive session was made by Ms. Pendleton; second by Mr. Kelsey. Motion carried.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 5:45 p.m.

Dr. Barbara Sowada, President

Attest:

Ms. Kandi Pendleton, Secretary