

STEELE MEMORIAL MEDICAL CENTER

203 S. DAISY ST. ~ SALMON, IDAHO 83467 ~ (208)756-5600 ~ FAX (208) 756-4169

BOARD OF DIRECTOR'S MEETING

March 26, 2019

MINUTES

- MEMBERS PRESENT: Dennis Lile, Chair
David Weston, Vice Chair
Kristin Troy, Secretary/Treasurer via conference phone
Sherry Taylor
Linda Price
Rebecca Hilgendorf
Ingrid Fulstone
James Peterson, CFO
Lisa Loughran, CNO
Ex Officio:
Rick Snyder, Lemhi County Commissioner – Voting Member
Samuel Gardner, DO
Jeanie Gentry, CEO
- OTHERS PRESENT: Ron Vigus, QHR RVP
Wendy Chelsey, Compliance Officer
Beth Miller
Tina Still
Libby Brittain
Barbara Green
Cindy Clark
- Minutes recorded by Judy Washbon, Executive Assistant
- CALL TO ORDER: The meeting was called to order at 4:04 p.m. by D. Lile, Chair.
- EXECUTIVE SESSION: **MOTION:** Motion was made and seconded by to move into executive session under Idaho Code 74-206(1)(a) to consider: Provider New Appointment Credentialing Reports A-J; Provider Reappointment Credentialing Report A; Provider Privileges Discussion; Motion carried unanimously by rollcall. Executive Session adjourned at 4:31p.m.
- PUBLIC COMMENT: None
- PATIENT FINANCIAL SERVICES PRESENTATION: Tina Still, Patient Financial Services Manager presented a power point on the PFS Department. Highlights included:
- Review of current PFS department staff;
 - Reviewed revenue vs. cash collected; goal is 2MM;
 - Reviewed denial as a percentage of gross patient revenue;
 - Review of AR days-“how many days does it take from the day a patient is discharged until payment is received” – goal is 47 days or less;

CONSENT CALENDAR: Included in the consent calendar were the following items:

- Minutes from the February 26, 2019 meeting;
- CEO Report;
- Patient Care Services Report;
- Quarterly Quality Report;
- Medical Staff Report;

MOTION: Motion was made and seconded to approve the Consent Calendar. Motion carried unanimously.

BREAK

SESSION adjourned at 4:56 p.m.
SESSION convened at 5:08 p.m.

FINANCE

COMMITTEE REPORT:

February Financial Report:

J. Peterson reviewed and discussed the February financial report and provided a brief overview of the financial narrative. J. Peterson reviewed the FY2019 projected income statement.

MOTION: Motion was made and seconded to approve the February Finance Report as presented. Motion carried unanimously.

BOARD CANDIDATE

REVIEW COMMITTEE:

L. Price discussed and reported the Board Candidate Review Committee met on March 12th and held a very productive meeting. The committee is changing its focus on how candidates are sought and recruited. L. Price is developing a matrix on who will contact and reach out to potential candidates. Several potential candidates have been identified and the committee will reconvene after the individuals have been contacted. Updates are being made to the interview questions and processes.

BOARD BYLAWS

COMMITTEE REPORT:

D. Weston reported the Board Bylaws Committee had begun its review last year. The bylaws were thoroughly reviewed, discussed and revised. The proposed revisions were sent to hospital counsel, K. Stanger. Mr. Stanger suggested further revisions and recommended the adoption of a template of sample county hospital bylaws that would be in line with SMMC. The committee and Board can choose to stay with the revised suggestions or use the sample template. The committee is meeting next week and will conference with K. Stanger for further discussion and Q&A. The proposed template will be updated and sent to the Board for review.

OTHER BUSINESS:

*Provider New Appointment
Credentialing Reports A-H:*

MOTION: Motion was made and seconded to approve Provider New Appointments Credentialing Reports A-H as presented. Motion carried unanimously.

*Provider Reappointment
Credentialing Report A:*

MOTION: Motion was made and seconded to approve Provider Reappointment Credentialing Report A as presented. Motion carried unanimously.

*Provider A Revised
Privileges:*

MOTION: Motion was made and seconded to approve the revised privileges for Provider A as presented and discussed. Motion carried unanimously.

**STRATEGIC BUSINESS
PLAN UPDATES:**

J. Gentry reviewed the SMMC Admin Team Pillar Goals for FY2019: Quality/Safety & Compliance; Service; People; Finance; Growth; Community; J. Peterson delivered handouts on 5 year projections for review and discussion. Projected cash on hand, capital equipment projections and bond covenants discussed. Concerns were shared on the possibility of using cash reserves for capital equipment expenditures. Patient transfers and decreased inpatient volumes discussed. Examples were given such as total surgeries used to be inpatient surgeries and now are outpatient surgery per changes in Medicare. Further discussions followed. J. Gentry suggests scheduling a separate work session meeting for the Board. This would be an open meeting, hospital counsel, K. Stanger and County Commissioners would be invited. The meeting would be a work session to come up with ideas, strategies and learn possibilities.

MOTION: Motion was made and seconded to approve scheduling a work session open meeting as discussed. Motion carried unanimously.

QHR:

R. Vigus reported on QHR preferred pricing programs. A strategic supply review will be scheduled with Materials Management possibly in May or June. QHR is continuing networking opportunities with CEO's, CFO's and CNO's and the next regional conference will be in Moscow, ID in May.

Other:

J. Gentry informed the Board on recent issues regarding the school bond. The hospital does not take political stances. The Idaho Freedom Foundation has questioned hospital participation in promoting the school bond. This was brought up because the "vote yes" group used the conference room for meetings. The hospital does allow the use of the conference room for some community use. The Idaho Freedom Foundation, through use of the Freedom of Information Act, has asked for all emails from J. Gentry, S. Orr and J. Tracy for a certain time period to specific people associated with the vote yes group.

This is Dr. Gardner's final Board meeting as Chief of Staff. His term expires at the end of the month, but will continue with his position as Clinic Medical Director. The Board thanked Dr. Gardner for his years of service and presented him with a gift in appreciation.

ADJOURNMENT:

Meeting was adjourned at 6:10 p.m.