

STEELE MEMORIAL MEDICAL CENTER

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

BOARD OF DIRECTOR'S MEETING

October 22, 2019

MINUTES

- MEMBERS PRESENT: Dennis Lile, Chair
David Weston, Vice Chair
Kristin Troy, Secretary/Treasurer
Linda Price
Ingrid Fulstone, via telephone
Ex Officio:
Jeanie Gentry, CEO
Rick Snyder, Lemhi County Commissioner
- OTHERS PRESENT: Woody White, QHR, AVP
Chuck Bloodgood
Chuck Mark
Craig Oswald, Clinic Director
Lionel Montoya, CFO Candidate
Libby Brittain, HR Director
Wendy Chesley, Compliance/Risk Management Exec Director
- Minutes recorded by Judy Washbon, Executive Assistant
- ABSENT: Gregory Behm, MD
Lisa Loughran, CNO
- CALL TO ORDER: The meeting was called to order at 5:02 p.m. by D. Lile, Chair.
- EXECUTIVE SESSION: **MOTION:** Motion was made and seconded to move into executive session under Idaho Code 74-206(1)(a)(b) to consider: Quarterly HIPAA/Compliance Report; Personnel Matter Update; Provider New Appointment Credentialing Reports A, B, C; Provider Reappointment Reports D & E; Motion carried unanimously by rollcall. Executive Session adjourned at 5:33 p.m.
- BREAK SESSION adjourned at 5:33 p.m.
SESSION convened at 5:46 p.m.
- PUBLIC COMMENT: None
- J. Gentry introduced and welcomed Woody White, QHR, AVP replacing Ken Ward and will be our QHR representative. J. Gentry also introduced Lionel Montoya, new CFO to the board.
- PRESENTATION: QHR compliance training via WebEx was presented to the board by Lisa Boston and Phillip Stubblefield. The board's role in in compliance was reviewed and discussed. Highlights covered were objective:
- Elements of a compliance program with the culture of compliance;

- Federal false claims act, Stark law, Anti-kickback laws;
- Review of relevant regulations – HIPAA, EMTALA, Affordable Care Act, exclusions & sanctions;
- The Board’s role and fiduciary duties

W. Chesley was recognized and thanked for her work as compliance officer and risk management director. Q&A and discussion followed.

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

- Minutes from the September 24, 2019 meeting;
- CEO Report;
- Patient Care Services Report;
- Clinic Reports;

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

FINANCE

COMMITTEE REPORT:

September Financial Report: K. Troy reviewed and discussed the September financial report and provided a brief overview of the financial narrative.

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

OTHER BUSINESS:

Provider A, B, C New

Appointment

Credentialing Reports:

MOTION: Motion was made and seconded to approve Provider A, B & C New Appointment Credentialing Reports as presented. Motion carried unanimously.

Provider D & E

Reappointment

Credentialing Reports:

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

November Board

Meeting Alternate Date:

It was noted the regular November board meeting would be 2 days before Thanksgiving and most of the board members will be out of town or unavailable. Discussed rescheduling to another date, November 20th is the best option.

MOTION: Motion was made and seconded to approve changing the November board meeting date from November 26th to Wednesday, November 20th. Motion carried unanimously.

Annual Meeting Time

and Place Posting:

D. Lile discussed the annual posting of the time and place of board meetings. Board meeting will continue to be held on the fourth Tuesday of each month. Executive session will begin at 5:00 pm and open session at 5:30 pm.

MOTION: Motion was made and seconded to approve the Board of Directors open meeting time as 5:30 p.m. on the fourth Tuesday of every

month in the Steele Memorial Medical Center Conference Room as presented. Motion carried unanimously.

Other:

J. Gentry discussed the policies that are in place for concerns on grievances, harassment, etc. Concerns should be directed to the proper policies and procedures.

STRATEGIC BUSINESS
PLAN UPDATES:

J. Gentry reviewed the pillar goals for the coming year and noted we are striving for zero harm. Will begin tracking goals.

NEW BOARD MEMBER
INSTALLATION:

R. Snyder, Lemhi County Commissioner, administered the Oath of Office and installed Chuck Bloodgood and Chuck Mark to the Steele Memorial Medical Center Board of Directors.

BOARD OF DIRECTORS
OFFICER ELECTIONS:

D. Lile facilitated the Board Elections for Chair, Vice Chair and Treasurer.

D. Weston nominated Dennis Lile for the Chair position. Nomination seconded by L. Price.

MOTION: Motion was made and seconded to cease nominations and to appoint Dennis Lile as Board Chair. Motion carried unanimously.

D. Weston nominated Kristin Troy for Vice Chair. Nomination seconded by C. Bloodgood.

MOTION: Motion was made and seconded cease nominations and to appoint Kristin Troy as Vice Chair. Motion carried unanimously.

K. Troy nominated Ingrid Fulstone for Secretary/Treasurer. Nomination seconded by D. Weston.

MOTION: Motion was made and seconded cease nominations and to appoint Ingrid Fulstone as Secretary/Treasurer. Motion carried unanimously.

BOARD OF DIRECTORS
FINANCE COMMITTEE
APPOINTMENTS:

Dennis appointed I. Fulstone as Chair of the Finance Committee. Additional committee members include: C. Mark, J. Proksch and Kim Nelson as community members at large, L. Montoya, CFO, L. Loughran, CNO, C. Oswald, CD, and J. Gentry, CEO.

MOTION: Motion made and seconded to approve Finance Committee appointments. Motion carried unanimously.

QHR:

W. White, QHR AVP thanked the board for inviting him to SMMC. W. White discussed upcoming government projects that require awareness and preparedness, such as posting cost and payer reimbursements. "Shopable" items will have to be posted on the website. This is a government mandated

project and will allow patients to be able to calculate and know what they will have to pay for a procedure.

The first week of March is the annual QHR conference for board trustees and administration.

ADJOURNMENT: Meeting was adjourned at 6:58 p.m.