

**MEMORIAL HOSPITAL OF CONVERSE COUNTY  
BOARD OF TRUSTEES**

**Date:** October 28, 2015

**Location:** Hospital Boardroom

**Present:** Gay Bolln; Charles Lyford, MD; Colleen Bolte, Robert Kayser; Bobbe Fitzhugh  
Ryan Smith; James Morgan, MD; Karl Hertz; Cristy Cobb; Dave Patterson; Brian Retherford, MD; Terry Moss; Denise Lyons; Diane Harrop;  
Dennis Yutani, MD; Mark Campbell, MD; James Hardee, Hospital Attorney; Spike Jordan, Douglas Budget; Rhonda Costanza, guest; Hillary  
Schuldies, guest

**Absent:** Curt Dugger; Deeanne Engle, MD

**Call to Order:** By Gay Bolln

**Time:** 5:30pm

**Agenda:** Reviewed and approved

**Previous Minutes:** Motion to approve the September 23, 2015 minutes made by Robert Kayser; seconded by Dr. Charles Lyford. All present approved; motion carried.

Topic	Discussion	Action Plan	Follow-Up
Welcome	The Board welcomed the newly assigned reporter from Douglas Budget, Spike Jordan who is originally from Harrison, NE. Also welcomed was Hillary Schuldies, an OR nurse who was attending as part of her BSN coursework.		FYI
<b>Public Presentations</b>			
	None		FYI
<b>Public Comment</b>			
	None		FYI
<b>Strategic Plan</b>			
Values	Our essential values were included within the board materials.	We hold ourselves accountable to the highest ethical and performance standards, demonstrating honesty, professionalism and sincerity.	FYI
Balanced Scorecard & BODES	The Balanced Scorecard and BODES for the second quarter were included in the packet. Ryan reviewed each element of the scorecard. He noted that he and two members from Surgery will travel to Orlando, FL November 10-12 to accept an excellence award from Studer. Cristy reviewed the fall rate, never event and HAIs and the related BODES. Karl shared the steps being taken to address the few bugs still getting into the OR		FYI

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Topic	Action Plan		Follow-Up
	suites. Cristy shared the action plan for fall prevention resulting from the two RCAs. Ryan noted the Press Ganey employee and medical staff satisfaction surveys will be offered next week. Dave talked about Meaningful Use compliance and EMR adoption. Ryan reported on actions to adjust AR days, cash on hand and bad debt/charity as a percentage of gross. Dr. Lyford asked about the impact of ICD-10 on collections and Dr. Yutani shared is experience.		
Performance Plan/Hospital Incentive Chart	The Performance Plans and Incentive Charts for the first and second quarters were included in the packet.		FYI
<b>Consent Approval:</b>			
Finances	The September 2015 financials and statistical packet was included in the Board meeting materials. In Curt's absence, Bob commented on the financials. He noted the record gross revenue of \$7.7M and that our operating margin puts us in the top 13% of rural hospitals in the U.S.	Motion to accept the September 2015 financials as presented made by Bobbe Fitzhugh; seconded by Charles Lyford, MD. All present approved; motion carried.	FYI
Write-Offs	September 2015 write-offs in the amount of \$83,468.55 and indigent care in the amount of \$477,452.53 were presented for approval.	Motion to accept the September 2015 write-offs and indigent care as presented made by Charles Lyford, MD; seconded by Robert Kayser. All present approved; motion carried.	FYI
Vouchers	The October 2015 vouchers were presented for approval.	Motion to accept the October 2015 vouchers as presented made by Colleen Bolte; seconded by Charles Lyford, MD. All present approved; motion carried.	FYI
<b>Old Business:</b>			
	None		FYI
<b>New Business:</b>			

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<b>Topic</b>	<b>Discussion</b>	<b>Action Plan</b>	<b>Follow-Up</b>
November/December Meeting Date	The group decided to meet again on December 9 at the regular time.		FYI
Foundation Report	Diane noted the Foundation had a strategic planning session in October and will share the final report when it is finished. She shared that their mission statement now clearly states their purpose to raise funds to support the hospital. She commented that the Foundation has been asked to raise \$500,000 for FFE for the new ED. Bob noted the FFE amount is not final. Diane reported the Foundation received a \$100,000 pledge from the Denim and Diamonds event.		FYI
Meningitis Situation	Dr. Morgan reported on the recent suspected meningitis patient, resulting public scare and follow up marketing efforts, including taking Violet to the primary school. He shared the thank you cards made by the children. Karl talked about the hospital videos posted on Facebook.		FYI
<b>CEO Report</b>			
WMC Affiliation Mtg.	Ryan noted the invitation from WMC to attend an affiliation meeting next Thursday. He, Dr. Engle and Gay plan to attend.		FYI
<b>Educational Opportunities</b>			
Rural Hospital Conference	Bob proposed staying overnight Wednesday in Phoenix to allow time for group processing of the conference material. The group agreed. Dr. Lyford noted he plans to drive himself.	Elaine distributed registration forms and gathered info for airfare.	FYI
<b>Executive Session</b>			
		It was moved by Gay Bolln; seconded by Robert Kayser to adjourn to Executive Session at 6:42pm pursuant to W.S. §16-4-405(a) (i) and W.S. § 16-4-405 (a)(iv). All present approved; motion carried.	

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Topic	Discussion	Action Plan	Follow-Up
		It was moved, seconded and carried to adjourn from Executive Session at 7:31pm.	
Credentials	<p>Dr. Retherford presented the following credentialing activity for approval:</p> <ul style="list-style-type: none"> <li>➤ <i>Daniel Alzheimer, MD</i> for provisional contract staff privileges (IRAD)</li> <li>➤ <i>Allan Mattern, MD</i> for provisional staff privileges (Cardiology)</li> <li>➤ <i>Bryan Cropper, DMD</i> for temporary privileges (Dentistry)</li> <li>➤ <i>Thomas Roussel, MD</i> for active staff reappointment</li> <li>➤ <i>Dan Nicholls, PA-C</i> for AHP staff reappointment (Orthopedic Surgery)</li> <li>➤ <i>Gavin Arnett, MD</i> for provisional conclusion</li> <li>➤ <i>Colby Butler, NP-C</i> for provisional conclusion</li> <li>➤ <i>David Norcross, MD</i> for provisional conclusion</li> <li>➤ <i>James Odone, MD</i> for provisional conclusion</li> <li>➤ <i>Oliver Jeffery, MD</i> for provisional conclusion</li> <li>➤ <i>Eugene Podrazik, MD</i> for provisional conclusion</li> <li>➤ <i>David Porembka, DO</i> for provisional conclusion</li> <li>➤ <i>David Thoma, DO</i> for provisional conclusion</li> <li>➤ <i>Peter Williams, MD</i> for provisional conclusion</li> </ul>	Motion to approve the credentials as presented based upon the recommendation of the medical staff made by Charles Lyford, MD; seconded by Robert Kayser. All present approved; motion carried.	FYI
Litigation	Jim Hardee updated the Board on the status of two current cases.		FYI
		It was moved, seconded and carried to adjourn to a second Executive Session pursuant to W. S.§16-4-405(a)(x) at 7:37pm.	FYI
		It was moved, seconded and carried to adjourn from Executive Session at 7:43pm.	

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Topic	Discussion	Action Plan	Follow-Up
		<p>The MHCC Board of Trustees does hereby appoint the Board Chair to negotiate a one year extension to the employment contract between MHCC and its CEO Ryan Smith in accordance with the guidelines established by the entire Board at the October 28, 2015 meeting. The new contract would then reflect a three year term beginning December 1, 2015 and ending on November 30, 2018. Financial consideration for the agreement to extend the contract is also hereby approved by the Board for payment during the calendar year 2015.</p>	

**Adjournment:** Gay Bolln asked if there was any objection to adjournment. There was none, the meeting was adjourned at 7:45pm.  
Minutes typed by Elaine Litwiller subject to corrections.

**Approved By:** \_\_\_\_\_  
Robert B. Kayser, Board Secretary

**Date:** \_\_\_\_\_