



**GOVERNING BOARD
REGULAR MEETING**

The Campbell County Hospital District Board of Trustees met in the Hospital's Fifth Floor Classrooms on Thursday, August 25, 2016.

Members present:

Mr. Randy Hite
Mr. Mike Dugan
Mr. Allen Todd
Dr. Alan Mitchell
Mr. George Dunlap
Mr. Harvey Jackson
Dr. Sara Hartsaw

Also present:

Mr. Andy Fitzgerald, Chief Executive Officer
Dr. Lowell Amiotte, Chief of Staff
Mr. Dalton Huber, CFO
Ms. Deb Tonn, Vice President of Patient Care
Mr. Bill Stangl, Vice President of Physician Services
Mr. Steve Crichton, Vice President of Plant and Facilities
Ms. Ellen Rehard, Recorder
Public

OPENING

Call to Order

Mr. Hite, Chairman, called the meeting to order at 5:02 p.m.

Mission Statement

Mr. Dugan read Campbell County Health's Mission Statement.

Vision Statement

Dr. Mitchell read Campbell County Health's Vision Statement.

Quality/Safety Brief

Mr. Hite provided the following Quality/Safety brief:

Campbell County Health makes every effort to assure a safe discharge for you after hospitalization. Here are some ways you can help:

- Assure you understand your diagnosis and ask questions as needed.
- Assure you understand what medications you should take, including when and why.
- Fill your prescriptions and keep any follow-up appointments.
- Know what symptoms you should call your Health Care provider about and when to call 911.

Roll Call

Ms. Ellen Rehard called the roll of the Trustees of the Board of Campbell County Memorial



Hospital District. Mr. Hite, Mr. Dugan, Mr. Todd, Dr. Mitchell, Mr. Dunlap, Dr. Hartsaw, and Mr. Jackson are present.

Mr. Hite reminded Board members that listed in the Consent Agenda September 29th is the new date for the Board meeting which will be combined with the Board retreat.

Approval of Agenda

Dr. Mitchell moved, seconded by Mr. Jackson, to approve the agenda as presented. Mr. Hite, Mr. Dugan, Mr. Todd, Dr. Mitchell, Mr. Dunlap, Dr. Hartsaw and Mr. Jackson voted aye. Motion carried.

Consent Agenda

The following items were approved as part of the Consent Agenda.

Approval of Minutes

Minutes from July 21, 2016 Board regular meeting (copy appended to minutes).

Administrative Policy Review

Five Administrative policies, Adoption and Surrogate Birth, Disabled Individuals – Program Accessibility, Driver Eligibility and Vehicle Use Requirements, Information Systems Security and Wheelchair Policy (copy appended to minutes). **No motion required.**

Finance Meeting

Items requiring Board Action from the August 22, 2016 Finance Committee Meeting (copy appended to minutes).

September Meeting Date Change

Change meeting date from September 22 to September 29. September 29th is the date for the Board retreat.

Committee Reports

Physician Recruitment & Retention
Quality
Legacy Advisory Board
Facilities Planning
Campbell County Healthcare Foundation

Mr. Hite moved, seconded by Dr. Hartsaw, to approve the consent agenda as presented. Mr. Hite, Mr. Dugan, Mr. Todd, Dr. Mitchell, Mr. Dunlap, Dr. Hartsaw and Mr. Jackson voted aye. Motion carried.

RECOGNITION ITEMS

Provider of Month

Dr. Sairav Shah

Dr. Shah is Board Certified in Cardiovascular Diseases and Interventional Cardiology and joined the medical staff in 2014.

Dr. Shah knew he wanted to be a physician from the time he was in elementary school. He always liked science and wanted to understand how things worked. During a family vacation to



Disneyworld when he was 11 or 12, Dr. Shah remembers spending every night watching a TV documentary about pediatric open heart surgery.

He initially wanted to become a neurologist like his father, but realized in medical school and residency that Cardiology was his calling. The specialty of Cardiology enabled Dr. Shah to develop relationships with patients over time while still being able to deliver care in emergent cardiac situations that frequently involve the cardiac catheterization lab.

After completing a three year residency program in Internal Medicine at Tulane University and a three year fellowship in Cardiology at the Mayo Clinic, he completed an additional one year Fellowship in Interventional Cardiology at the University of Arizona.

Dr. Shah began practicing Cardiology in Watertown, SD in 2009, which at that time had opened a Cardiac Cath lab only two years before. The chance to be in on the ground floor and help develop a brand new cardiology program at Campbell County Health was one of the things that brought him to Gillette. Another important factor was the opportunity to undertake this project alongside fellow cardiologist Dr. Nick Stamato. The two hit it off right away after an initial phone conversation and dinner meeting in Sioux Falls, SD in 2012.

CCH's Cardiac Cath Lab has just celebrated its second anniversary, and Dr. Shah is proud of the work the cardiology team has done to serve people in the community and region. When he's not seeing patients or doing procedures in the Cath Lab, Dr. Shah likes to spend time with his family and travel. He also enjoys ping pong, tennis, and skiing. Thank you Dr. Shah, for providing your patients with excellence care.

Employee Recognition

Mr. Fitzgerald recognized employees that have been selected for *Thanks for working here Thursday*:

Beck Koss	Dialysis
Anni Stafford	Rehab
Denny Bohne	EMS
Sean McManus	Radiology
Olivia Strohschein	Wright Clinic

PUBLIC QUESTIONS OR COMMENTS

Mr. Hite asked if there were any comments or questions from the public at this time. Mr. Dave Allison thanked the Board and Administration for placing the new memorial for servicemen in the main lobby. Mr. Allison introduced Bob Ernst who initiated interest in the project with an editorial in the News Record.

EDUCATIONAL SESSION

Timeline for the Legacy Move

Ms. Jonni Belden, LTC Administrator, reported Pioneer Manor, previously named North East Wyoming Retirement and Care Home opened on June 27, 1965. On January 16, 1989 an open house was held to celebrate the completion of a 40,000 sq. foot addition which included the stain glass window in the chapel. On August 11, 2016 the stain glass window was moved to the Legacy. Substantial completion for the Legacy is scheduled for September 12, 2016. Community tours are scheduled for October 17-21 and the grand opening for the 154,000 sq. ft. Legacy Living and Rehabilitation Center is scheduled for October 25, 2016. Between October



27 and November 1 a moving company will pack resident belongings and move them to Legacy. November 2 is moving day for the residents. Ms. Belden thanked the CCH Board of Trustees for their vision and support in building the Legacy.

Patient Family Advisory Council

Ms. Katie Golinvaux provided information on the Patient and Family Advisory Council that was established by CCH for the specific goal of strengthening collaboration between patients and family members and the health care team. These connections can lead to increased understanding, better care and compassion, as well as improved teamwork between patients, families, and staff. CCH staff representatives include Melainie Buer, Main Clinic Supervisor, Amy Hawk, Med/Surg Unit Clinical Supervisor, Ms. Golinvaux, Patient & Resident Experience Supervisor and Sue Ullrich, Quality, Risk and Care Management Director. Community members include Kyouhee Choi Berger, Jack Clary, Cody Friedlan, Eric Hayhurst, Bonnie Jardee, Jessica Klym, Sarah Knoll, Jay Mahylis, Lorraine Miller, Stephanie Morgado and Malinda Perry. PFAC members have provided consultations for Skip the Wait, the Falls Team, Pain Work Group, patient education materials and website redesign. They were also involved with the Excellence Every Day video and "Secret Shopping."

ACTION ITEMS

Medical Staff Appointments

Dr. Lowell Amiotte recommended approving the following medical staff appointments as recommended by the appropriate Department Chairman, Credentials Committee, and Executive Committee.

Dr. Hartsaw recused herself.

New Appointment:

Active:

Department of Medicine

Steven L. Clements, MD

Erica D. Rinker, MD

Internal Medicine Hospitalist

Family Medicine

Departments of Surgery, AND Powder River Surgery Center

Jacob H. Rinker, MD

General Surgery

Department of Surgery

Christian A. Eby, MD

Anesthesiology

Limited Health Care Practitioner:

Department of Surgery

Candace M. Winters, PA-C

Orthopedic Surgery

Mr. Hite, Mr. Dugan, Mr. Todd, Dr. Mitchell, Mr. Dunlap and Mr. Jackson voted aye. Motion carried.

Dr. Hartsaw returned to the meeting.



Reappointments:

Active:

Department of Surgery

Joseph Lawrence, DO

Radiology

Courtesy – Telemedicine:

Department of Surgery

Max Pollock, MD

Radiology

Mr. Hite, Mr. Dugan, Mr. Todd, Mr. Dunlap, Dr. Hartsaw and Mr. Jackson voted aye. Dr. Mitchell abstained. Motion carried.

30 day Extensions Requested – Applications Not Received and/or Complete

Bret Birrer, MD

Peter Chase, MD

Alexandru David, MD

Helen Tedesco, APRN

Mr. Hite, Mr. Dugan, Mr. Todd, Dr. Mitchell, Mr. Dunlap, Dr. Hartsaw and Mr. Jackson voted aye. Motion carried.

MEDICAL STAFF CHOOSING NOT TO RENEW:

Marion Colburn, MD

MEDICAL STAFF RESIGNATIONS TO NOTE:

Daniela Gerard, MD

Effective July 21, 2016

Robert Mills, OD

Effective July 22, 2016

Blanca Osorio-Candelaria, MD

Effective September 9, 2016

Medical Equipment Planner

Mr. Crichton explained that Facilities Planning Committee recommend Korbel Associates, Inc. be awarded the contract as medical equipment planner for the inpatient room redesign project for an amount not to exceed \$54,270.00 not including direct reimbursable expenses.

Mr. Jackson moved, seconded by Dr. Hartsaw, to approve the recommendation from Facilities Committee to award the contract for pre-construction medical equipment for inpatient room design project to Korbel for a cost not to exceed \$54,270.00 + reimbursable expenses as presented. Mr. Hite, Mr. Dugan, Mr. Todd, Dr. Mitchell, Mr. Dunlap, Dr. Hartsaw and Mr. Jackson voted aye. Motion carried.

INFORMATIONAL ITEMS

Chairman's Report

Mr. Hite gave a "shout out" and thank you to all the people behind the scenes that make the Board's duties manageable and much easier. To the ladies that organize the committee meetings. For their time and efforts to ensure that the information gets to the Board and all their dedication. To Nutrition Services for their variety, creativity and quality of the meals making long Thursdays not seem so long. To executive leadership for staying the course, taking the appropriate risks, maintaining their composure during tough times and continuing to move the organization forward.



Chief of Staff Report

Dr. Amiote reported the medical staff will hold a business meeting in November. A new chief of staff will be elected at that time. Additional by-laws will be passed at that time as well. The summer picnic will be rescheduled due to the weather.

CEO Report

Mr. Andy Fitzgerald, Chief Executive Officer, reported the following:

Events in August

- August 2 – Last session of Sports Screenings for youth athletes from 6–8 pm at the Stocktrail building. The \$30 fee supports scholarships and programs to benefit youth in the community. Thank you to these members of the medical staff who volunteered for the Sports Screening program: Dr. Angela Biggs; Dr. Harshu Chaobal; Dr. Dave Fall; Dr. Julie Fall; Dr. John Mansell; Dr. Roberta Moro; Dr. Donald Parker; Dr. Jim Price; Dr. Nick Stamato; Dr. Grace Wang; Alicia LePard, APRN; Mary Patterson, PA-C and Rachel Helms, PA-C. 300 athletes received screening this year.
- August 5 – Last day for the summer Junior volunteer program. Thanks to all the young volunteers who helped out all over the organization this summer. 30 junior volunteers gave 540 hours and raised \$770 from popcorn sales to fund scholarships.
- August 18 – Hospice Volunteer Ice Cream Social for hospice volunteers, main lobby, 4:30-6 pm.
- August 25 – Veteran plaque dedication ceremony, 4 pm, main lobby, A ceremony to dedicate Campbell County Memorial Hospital in honored memory of all veterans.
- August 29-30 – Book Fair in the lower level of the hospital cafeteria from 9 am - 5 pm. Proceeds benefit Volunteer scholarships.
- August 30 – BBQ to thank contractors who have worked on The Legacy, 5-7 pm in Lasting Legacy park. Pioneer Manor employees are also invited to attend.

Events in September

- September 9 - "End of Summer" CCH Employee Picnic, 11:30 am – 1:30 pm, 5:15-6:30 pm, Main Clinic parking lot on the south side of the hospital.
- September 12 – Annual Cardiac Rehab reunion dinner for current and former patients from 5:30-7:30 pm at the Health Science Education Center, Gillette College.
- September 16 – 11th Annual Black Cat Ball, 6 pm, CAM-PLEX Energy Hall. The event includes the presentation of Outstanding Healthcare Awards. The nominees are: Angela Biggs, MD; Danielle Brown; Sally Craig; Diane Ernst, DVM; Kip Farnum; Festival of Trees Committee; Brian Hokanson, DDS; Alicia LePard, APRN; Mary L'Esperance; John Mansell, MD; Bernadette Meade, DO; Monica Morman, MD; Robert Neuwirth, MD; Larry Peck; Angeline Peters; David Porter, DDS and Ryan Schrock.
- September 20 – How to be a Food Sleuth; Food marketing and deciphering package labeling, 6 pm at the Health Science Education Center, Gillette College. The class is taught by Jamie Marchetti, MS, RDN, LD, CCH Clinical Dietitian. Register online at cchwyo.org/foodie.

Other CCH News

The grand opening ceremony for The Legacy is scheduled for Tuesday, October 25, 2016. The final details are still being coordinated, but Senator Mike Enzi is the featured guest speaker. Senator Enzi was present when ground was broken for The Legacy on August 13, 2013.



Physician Recruitment Emergency Medicine

- UT candidate inquiring on opportunity
 - Confirming site visit for week of 4/11
 - Shifts confirmed for September
- Phone interview 2/1 with '17 WWAMI resident (spouse is FM)
 - Looking to schedule onsite interview
 - Available for October interview
- Site visit scheduled for 2017 MI resident 7/24-26
 - Awaiting feedback to make an offer
 - Candidate to make a decision by the end of August
- Site visit scheduled for candidate from IL 7/21
 - Meeting with Med. Directors/Admin 8/3 to discuss offer
- Coordinating phone interview with MA candidate (spouse is rheumatologist)

Family Medicine

- Coordinating phone interview with '17 WY resident

Hospital Medicine

- Site visit for 2016 resident in CO, has family here 10/11-10/13
 - Candidate to start 8/29
- Phone interview 2017 MI resident 8/3
 - Site visit 9/18-9/20
- Coordinating dates for phone interview with 2017 PA resident

Internal Medicine

- Site visit for NC candidate 6/2-6/5
 - Candidate in credentialing process with a tentative start date of 10/17
- 8/22-8/23 Visiting with WWAMI in Billings IM residents (2017) – Bill, Dr. Stamato and Karissa

Oncology

- Phone interview 8/4 for NJ candidate
 - Strong interest on moving forward

Psychiatry

- Site visit with Ontario candidate 5/13
 - Feedback has been positive
 - Scheduling second site visit

Pulmonology

- Coordinating phone interview with

Rheumatology

- Phone interview with SD candidate 7/1
 - Site visit scheduled 8/1
 - Feedback positive

Financial Report

Mr. Dalton Huber reported the following:

- Inpatient admits were 18 under budget for July and decreased 39 compared to the previous year.
- Pioneer Manor's admits were 7 below budget in June and decreased 8 compared to July 2015.



- CCMH's average daily census was 25 versus a budget of 26.
- Pioneer Manor's average daily census was 120 versus a budget of 127 in July.
- Outpatient visits were 1,325 below budget. Compared to prior year, there was a decrease of 2,281 visits.
- Clinic visits were 1556 under budget and decreased 1,629 visits compared to July 2015.
- ER visits were 100 under budget and 130 below a year ago.
- WIC visits were 601 under budget and 494 below the level of a year ago.
- Total surgeries were 5 over budget in July and increased by 63 compared to July 2015.
- July's net patient revenue was \$1,703k under budget.
- July's bad debt and charity care were under budget \$279k.
- Operating expenses were under budget \$12,687k in July.
- EBIDA was over budget \$988k in July. EBIDA increased \$730k compared to a year ago.
- July's operating gain was \$14k vs. a budgeted loss of \$1,069k. The operating gain has increased \$849k compared to prior year.
- Net gain was \$1,237k in July vs. a budgeted gain of \$150k. Compared to prior year, the net gain is favorable by \$577k.
- Current assets decreased by \$2,091k in July, due to decreases in cash. Current liabilities showed a decrease of \$4,945k as a result of a decrease in accounts payable.
- July's accounts receivable days increased by 5 for a total of 84.
- Days cash on hand increased by 29 to 219 in July. Cash increased by \$5,399k.

Quality

Ms. Mary Barks reported HCAHPS ratings were first reported in March 2008. Star ratings were developed by CMS in order for consumers to assess options for healthcare and are based on 5 stars. CCH received 4 stars for the survey period October 1, 2014 through September 30, 2015, specific to hospital inpatient experience. 79% of patients reported their nurses always communicated well; regional range of 74-79%. 81% of patients reported their doctors always communicated well; regional range of 73-81%. 71% of patients reported their pain was always well controlled; regional range of 67-71%. 71% of patients reported that staff always explained about medication prior to administering it; regional range 58-71%. Ms. Jonni Belden reported Pioneer Manor jumped from a 2 star rating in August 2014 to a 4 star rating in May 2016. 80.2% of residents made improvement in function. 4.4% of residents received antipsychotic medication compared to 14.6% in August 2014. 3.54% of residents experienced one or more fall with major injury compared to 9.9% in August 2014.

Patient Services

Ms. Deb Tonn reported that at change of shift, nurses are doing bedside reporting to involve patients and families to include what the patient can expect in the next 12 hours and the whiteboard is updated. These tactics help aid in the success of the patient. There is now a pharmacist on the floor interacting with patients at the bedside. The pharmacist can help explain about new meds and multiple medication interactions. The pharmacist is available to patients and physicians as well. 4 South has been closed the past few months due to a low census. Inpatients are housed on 4 North and overflowing to ICU.

Physician Services

Mr. Bill Stangl reported that a new Anticoagulation Management Service will be starting up soon. Patients must be referred to the program by their primary care physician. The clinic will be nurse run and overseen by a medical director.



Facility and Plant Operations

Mr. Steve Crichton presented the following:

- Legacy Living – Construction work is on track for a September 12 completion date. Signage installation is scheduled for September 6 thru September 9. FF&E delivery and install is scheduled for September 12 thru September 23. Training on the building systems is underway with electrochromic glass and generator start-up complete. Planning for the state licensing inspection to occur the week of October 3.
- Stocktrail parking expansion – Construction is complete except for the punch list and seal coating. The project is ending late but well under budget.
- Main Entry – The intended completion is September 2. The smoke evacuation system testing will take place in September. The State review will likely be concurrent with the Legacy licensing survey the week of October 3. The project will be completed approximately \$200k under budget.
- Cardiac Rehab/Laundry Remodel – Completion for the laundry is scheduled for mid-October. Completion for Cardiac Rehab is scheduled for the end of November. Both should be completed in about 255 days vs. the contract estimate of 300 days and approximately \$250K under budget.
- HGA – Inpatient room replacement planning continues to move forward. A detailed project update will be provided at the September retreat.
- PROS remodel – To begin September 1.

EXECUTIVE SESSION

The regular meeting recessed into Executive Session at 6:27 p.m.

The regular meeting reconvened at 8:34 p.m.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:34 p.m.

The next regularly scheduled Board meeting is September 29, 2016, to be held in conjunction with the fall Board retreat in the Pronghorn room at Gillette College Technical Center.

Allen Todd, Secretary

Ellen Rehard, Recorder