



**GOVERNING BOARD
REGULAR MEETING**

The Campbell County Hospital District Board of Trustees met in the Hospital's Fifth Floor Classrooms on Thursday, March 22, 2018.

Members present:

Mr. Harvey Jackson
Ms. Ronda Boller
Dr. Ian Swift
Mr. George Dunlap
Dr. Sara Hartsaw
Mr. Adrian Gerrits

Member absent:

Mr. Randy Hite

Also present:

Mr. Andy Fitzgerald, Chief Executive Officer
Dr. Jennifer Thomas, Chief of Staff
Mr. Dalton Huber, CFO
Ms. Deb Tonn, Vice President of Patient Care
Ms. Noamie Niemitalo, Vice President of Human Resources
Mr. Bill Stangl, Vice President of Physician Services
Mr. Steve Crichton, Vice President of Facilities and Plant Operations
Ms. Ellen Rehard, Recorder
Public

OPENING

Call to Order

Mr. Jackson, Chairman, called the meeting to order at 4:59 p.m.

Invocation

Chaplain George Keralis led those present in an opening prayer.

Mission Statement

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

Vision Statement

Mr. Gerrits read Campbell County Health's Vision Statement.

Roll Call

Ms. Ellen Rehard called the roll of the Trustees of the Board of Campbell County Memorial Hospital District. Mr. Jackson, Dr. Swift, Ms. Boller, Dr. Hartsaw, Mr. Dunlap and Mr. Gerrits are present. Mr. Hite is excused.

Approval of Agenda

Mr. Dunlap moved, seconded by Dr. Hartsaw, to approve the agenda as presented. Mr. Jackson, Dr. Swift, Ms. Boller, Dr. Hartsaw, Mr. Dunlap and Mr. Gerrits voted aye. Motion



carried.

Consent Agenda

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

Approval of Minutes

Minutes from February 22, 2018, Board meeting (copies appended to minutes).

Administrative Policy Review

Four Administrative policies, Electrical/Mechanical Items Belonging to Patients/Residents/Staff, Missing Valuables/Belongings, Portable Heating Devices, and Posting of Information in Public and Non-Public Spaces (copies appended to minutes). **No motion required.**

Finance Meeting

Items requiring Board Action from the March 19, 2018 Finance Committee Meeting (copy appended to minutes).

Committee Reports

The Legacy Advisory Board
Campbell County Healthcare Foundation
Quality Committee

Dr. Hartsaw moved, seconded by Mr. Gerrits to approve the Consent Agenda as presented. Mr. Jackson, Dr. Swift, Ms. Boller, Dr. Hartsaw, Mr. Dunlap and Mr. Gerrits voted aye. Motion carried.

RECOGNITION ITEMS

Provider of Month

Chet Rall, NP

Nurse Practitioner Chet Rall just celebrated his third anniversary at the Walk-in Clinic. Chet was in private practice in rural Tennessee for over ten years before coming to Gillette. He was looking for an opportunity to live in Wyoming, because in his words, everyone was in such a hurry and there were too many people in Tennessee. Chet's clinic was the only healthcare facility in the small town of Grand Junction and over 20 miles from the nearest hospital emergency room. He was used to handling all kinds of medical situations with patients of all ages, so the Walk-in Clinic has been a perfect fit. Chet has appreciated the opportunity to work with the other advanced practice providers and Drs. Tim Bohlender and Sherri Blanchard to confirm a diagnosis or discuss a patient's problem.

Chet relies on his people skills to make his patients feel comfortable, and he has a special way with young patients. This wasn't always the case, and he had to learn those skills when he first started practicing. He's glad he still has the time to develop relationships with his patients in the Walk-in Clinic.

Chet is retiring, sort of, as of March 31. Fortunately for CCH, he still plans to fill in at the Walk-in Clinic when needed. He says that maybe he can start to relax and not have a project to work on all the time. According to wife Susan, Chet can't stay still and always has to be doing something. Fortunately for his patients, that something has been giving great care.



Employee Recognition

Thanks for working here Thursday

Shauna Gunnels	Main Clinic
Reggie Badwound	Legacy EVS
Jeanne Meyer	Care Manager
Corey Smith	IT

Department Discoveries

Patient Financial Services	March
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PUBLIC QUESTIONS OR COMMENTS

Mr. Jackson asked if there were any comments or questions from the public at this time. There were none.

ACTION ITEMS

Medical Staff Appointments

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

New Appointments:

Courtesy:

Department of Medicine	
Mark Hoskinson, M.D.	Internal Medicine

Courtesy

Department of Surgery AND Powder River Surgery Center	
Arthur P. Ratcliffe, M.D.	Anesthesiology

Courtesy – Telemedicine:

Department of Surgery	
Matthew D. Benedict, M.D.	Radiology
Michael Khalili, M.D.	Radiology

Limited Health Care Practitioner:

Department of Medicine	
Deborah L. Mullinax, PA-C	Family Medicine / Ambulatory
Tracy Wickersham-Frey, PA-C	Family Medicine / Ambulatory

Department of Surgery	
Lori A. McInerney, F-NP	Urology

Reappointments:

Courtesy:

Department of Medicine	
Kent Katz, M.D.	Gastroenterology
Philip Krmpotich, M.D.	Gastroenterology
John Pickrell, M.D.	Cardiology



Department of Surgery - Telemedicine

Avanee Peel, M.D.	Radiology
Daniel Strauchler, M.D.	Radiology
Farhad Korashadi, M.D.	Radiology
Lien Doan, M.D.	Radiology
Max Pollock, M.D.	Radiology
Manal Schoellerman, M.D.	Radiology
Omid Jafari, M.D.	Radiology

Limited Health Care Practitioner:

Department of Surgery

Nektarios (Nick) Bouzis, DDS	Dentistry
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Departments of Surgery AND Powder River Surgery

Rebecca Edwards, CRNA	Anesthesia
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Departments of Medicine AND Surgery

David Boedeker, PA-C	Family Medicine/Amb & Orthopedics
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ADDITIONAL PRIVILEGES REQUESTS:

James LaManna, M.D.	MRI; extend privileges through August 31, 2019
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30-DAY EXTENSION REQUESTS– Applications Not Received AND/OR Complete

Samuel Brescia, M.D.	Pediatric Cardiology
Mark Dowell, M.D.	Infectious Disease
Linda Walby, M.D.	Physical Medicine & rehabilitation
Jon Kerr, M.D.	Emergency Medicine
Amber Cohn, M.D.	OB/GYN
Lora Rigsby, D.O.	Anesthesiology
Kyle Kusek, M.D.	Pediatric Gastroenterology
Robert Novick, M.D.	Cardiology
Mary Patterson, PA-C	Family Medicine/Amb & Pain Medicine
Mark Walter, M.D.	Psychiatry
Sunil Rao, M.D.	Internal Medicine
Robert Neuwirth, M.D.	Internal Medicine / Nephrology

PRIVILEGES WITHDRAWAL TO NOTE: (No Action Needed)

Stanford Israelsen, M.D.	Moderate Sedation
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MEDICAL STAFF NOT RENEWING PRIVILEGES: (No Action Needed)

Robert Barelman, DDS
 Paul Dearing, M.D.
 K. John Heilman, M.D.

MEDICAL STAFF RESIGNATIONS TO NOTE:

Dawn Fiedler, APRN	Effective April 6, 2018
David Boedeker, PA-C	Effective May 25, 2018



Mr. Jackson, Dr. Swift, Ms. Boller, Dr. Hartsaw, Mr. Dunlap and Mr. Gerrits voted aye. Motion carried.

Trauma Designation Resolution

Ms. Tonn explained that in 1993 the Wyoming Legislature passed a law requiring all hospitals in Wyoming to participate in Trauma verification and designation. Campbell County Health was one of the first hospitals certified and has been an area trauma hospital since that time. Every three years CCH is required to go through the verification process. A survey team will be onsite on April 18th. The trauma director for CCH is Dr. Jacob Rinker.

Dr. Hartsaw moved, seconded by Mr. Dunlap to approve the Trauma Designation Resolution as presented. Mr. Jackson, Dr. Swift, Ms. Boller, Dr. Hartsaw, Mr. Dunlap and Mr. Gerrits voted aye. Motion passed.

INFORMATIONAL ITEMS

Chief of Staff Report

Dr. Thomas reported the medical staff recognition dinner was held last Wednesday night and was very successful. The next medical staff meeting is April 17. Dr. Dowell will give a lecture on antibiotics focusing on allergies.

STRATEGIC FOCUS

People

Ms. Noamie Niemitalo reported on recruitment. Time to fill is the number of days to fill a position from when the job is posted until the employee's first day of work. The goal for the end of the year is 73.9 days. CCH is currently at 71 days. The turnover goal for the end of the year is 16.1. CCH is currently at 12.2. Some of the strategies used for recruitment include using Position Manager, implementing social media into the hiring strategy, helping Directors/Managers understand their role, career fairs, mock interviews and departmental presentation at high schools, college career fairs and recruitment lunches and using national recruiters. An employee group has been meeting to develop workforce strategies such as training programs for CDA, CNA's, Medication Aide, Medical Assistant, Scrub Tech for OB and medical billing and coding classes. Work continues on implementing a leadership succession plan. Human Resources continues to analyze differentials paid to employees, completes a comprehensive market analysis annually for job positions and is considering offering student loan repayment.

Care

Mr. Jeff Rice reported on suicidality. Six to seven therapist in BHS are using a tool called MyOutcomes for tracking the quality and therapeutic relationships. The patient answers four questions at their first session and then at the end of their sessions answers questions about therapeutic relationships with their therapist. This helps compare therapeutic modes to evaluate where a clinician is strong and where they are weak. This can also help match patients to therapists. Mr. Rice recommends moving forward with the program to include more providers.

Service

Ms. Deb Tonn reported on ED CAHPS. The goal for the emergency department is to have eight questions over the 75th percentile. They currently have five over the 75th percentile. Those five include: Kept informed on who was in-charge of care; Courtesy/respect of nurses; clear communication by nurses; Nurses spent enough time with the patient; and Staff did everything to respect patient's privacy. The ED Director and Clinical Care Supervisor attended a Studer



Conference in November. Both returned with renewed enthusiasm and direction regarding focusing on ensuring processes are consistent and hardwired. Leaders are focusing on “Commit to Sit” when performing leader rounding on patients. Staff RN’s are focusing on hardwiring tactics for bedside reporting and use of whiteboards.

Mr. Bill Stangl reported on CG CAHPS and WIC CAHPS. The goal is to have five of the nine goals over the 60th percentile. Most clinics have one or two goals at this level. The patient survey will be switching over to Press Ganey who have bought out HealthStreams. The ten question express surveys currently used by the clinics will no longer be available. All patients in the organization will be surveyed by mail or email with a twenty question survey.

Business

Mr. Huber reported the following for the month of February:

- Revenues were short for the month at \$13M versus a budget of \$13.2M.
- Expenses were at \$14M which is below budget and well below last year.
- Loss from operations was better than budget by \$200,000.
- Excess revenues over expenses is \$127,000 versus a budgeted loss of \$(216,000).
- EBIDA is at 12.71%. \$1.6M EBIDA.
- Year to date short of budget, but higher than last year.
- Operating Loss is \$(9.7M) with a budget of \$(8.2M).
- Excess Revenues over Expenses is \$(285,000).
- Days of Revenue Accounts Receivable showing good progress and is down to 61 organization wide with a target of 60.
- Cash is at 186 days.
- Cash is down to \$83M from \$86M.

Strategic Initiatives

Meditech Ambulatory

Mr. Bill Stangl reported on Meditech Ambulatory implementation. Parallel testing for all clinics continues and is going well. Provider training is ongoing with individual training sessions beginning the end of April. May 15 the third floor clinics will go live along with the KID Clinic. June 4th the Main Clinic will go live.

EXECUTIVE SESSION

The regular meeting recessed into Executive Session at 5:49 p.m.

The regular meeting reconvened at 8:43 p.m.

ACTION ITEM

Personnel

Mr. Jackson moved, seconded by Dr. Hartsaw, Pursuant to action of the Campbell County Hospital District (“CCHD”), Board of Trustees, the Board of Trustees alleges that Trustee Dunlap has violated provisions of the Government Ethics and Disclosure Act, W.S. §9-13-102, *et. seq.*, the Board Conduct and Ethics Policy and the Conflict of Interest Policy governing the actions of Trustees of the CCHD Board as last revised on July 19, 2012, and September 27, 2012.

Specifically, the CCHD Board alleges as follows:



On or about February 15 – 16, 2018, Trustee Dunlap disclosed confidential and privileged communications he had heard during executive sessions of the CCHD Board to person(s) other than Board Members or lawyers representing the CCHD Board.

These action by Trustee Dunlap violate and are in direct contravention of Board Conduct and Ethics Provisions Number 1, 2, 5, 6, 11, 15 and 18, the Conflict of Interest Policy, and W.S. §9-13-105(c) and W.S. §9-13-109.

You are hereby advised that you may contest these allegations. If the CCHD Board finds after hearing that you have violated the Board Conduct and Ethics Provisions, Conflict of Interest Policy, and/or W.S. §9-13-105(c) and W.S. §9-13-109, the CCHD may impose sanctions against you.

Roll call vote was taken.

- Ms. Boller, Yes**
- Mr. Gerrits, Yes**
- Dr. Hartsaw, Yes**
- Mr. Hite, Yes**
- Dr. Swift, Yes**
- Mr. Jackson, Yes**

Motion passed.

EXECUTIVE SESSION

The regular meeting recessed into Executive Session at 8:46 p.m.

The regular meeting reconvened at 8:50 p.m.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:50 p.m.

The next regularly scheduled Board meeting is April 26, 2018 at 5:00 p.m. in Classroom 1.

Ronda Boller, Secretary

Ellen Rehard, Recorder