



BOARD OF TRUSTEE MEETING MINUTES
April 24, 2018

CALL TO ORDER

The meeting of the Syringa Hospital & Clinics Board of Trustees was called to order at 12:30pm by Al Bolden; Chairman. It was noted that a quorum was present and that due notice had been sent. Other members in attendance:

BOARD MEMBERS

Al Bolden
Jim May
Leta Strauss
Jane Carlson

ABSENT

Gunther Williams- excused
Steve Didier- excused
Jerry Zumalt- excused

HOSPITAL EMPLOYEES

Abner King
Dina Cervantes
Betty Watson
Darla Whitley
Lauren Wilson
Katy Eimers
Kristi Brooks
Alex Frei
Michelle Schaeffer
Carri Forsman

CHIEF MEDICAL OFFICER

Matt Told, DO

GUEST

Lorie Palmer
Barbara Essen

PUBLIC COMMENTS

The Board discussed an anonymous letter sent to them from a concerned citizen and a request to the County Commissioners by the owner of Irwin Drug. Also discussed was a letter to the Editor in the Free Press.

PRESENTATION

Carri Forsman, Revenue Cycle Director gave a presentation on the Health Information Management (HIM) department.

APPROVAL OF BOARD MINUTES

Minutes of March 27, 2018 Syringa Hospital & Clinics Board of Trustees regular meeting were submitted for approval.

ACTION: Jim May made a motion to approve the March 27, 2018 Syringa Hospital & Clinics Board of Trustees regular meeting minutes as presented. Leta Strauss seconded the motion. All were in favor, motion carried.



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GENERAL DISCUSSION ITEMS

1. Board retreat- a date in July.

UNFINISHED BUSINESS

Governance Committee and Committee alignment- discussion tabled until a full Board is present.

EMS awareness task force update- letters with a questionnaire about the upcoming town hall meeting were sent out. Jane has already received some responses. The next step is to do newspaper articles. Al prepared invitations to county stake holders that he will have Dina send out. Jane commented that Kooskia ambulance is down to two EMT's which is not enough for 24/7 call coverage.

NEW BUSINESS

Al asked if there was interest from the Board in doing a fundraising plan. Jim suggested a long term investment account. No decision was made.

Leta said she and Steve have been discussing Board education and she felt it should be broader. She researched some ideas that would include Board members doing a formal presentation, and having a Board retreat at least once a year. She and Steve will draft a Board education plan.

PhD project presentation- Abner and Dina will work with Alex and Cindy to set this up.

ADMINISTRATIVE REPORTS AND QUESTIONS

Chief Nursing Officer- Alex gave kudos to the lab staff. They are being recognized for "Lab Week".

Director of Human Resources- Katy reported she has received interest from a resident who expressed interest in practicing here.

Leta asked how new employees are evaluated on the onboarding process with a competency / training. Katy discussed the competencies that have been put into place.

Jane would like to see more information put in the newspaper about the 340B program. Katy said Cardinal Health has some informational postcards that will be an insert in the Shopper.

Quality Director- Lauren discussed the Northwest Rural Health Conference she attended, and she just got back from another one on infection prevention. Lauren discussed the annual safety conference. Next month Lauren will be submitting the PI material.



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Director of Facilities- Bill reported with the assistance of the Thrift Shop the ambulance received a second gurney lift system. He is hopeful to gain two additional EMT's after completion of the EMT class.

Revenue Cycle Director- Carri attended a financial healthcare management conference last week and said the trend is moving toward preparing for healthcare costs.

Chief Financial Officer- Betty explained the new financial dashboard she prepared for the Finance Committee.

Chief Executive Officer- Abner will be attending the onboarding leadership training at Kootenai Health April 26. He will be accessing it to see if it would be beneficial for the SHC leadership team.

Director of Clinics- Michelle reported Derek Wynn attended a conference and met up with a previous SHC provider who treated mental health. Derek received his VA training.

The PCMH cohort 3 coaching team is at the Kooskia Clinic this morning. Dr. Campbell has been busy.

MEDICAL STAFF REPORT

Dr. Told and Michelle will be going to Elk City to evaluate offering a clinic day once a month.

COMMITTEE REPORTS

Finance- Betty gave a financial report for April. She said YTD, we are far ahead of last year with an operating revenue of a million higher than last year.

APPROVAL OF ALL REPORTS

ACTION: Leta Strauss made a motion to approve all reports submitted. Jane Carlson seconded the motion. All were in favor, motion carried.

GENERAL DISCUSSION

Operational assessment- Leta discussed concern with the therapy schedule and completing their documentation. Michelle said the therapists use their no show times to document and discussed the reason for not blocking out time in their schedules.



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AGENDA FOR MAY 22 , 2018 MEETING

Board retreat
Conflict of Interest Statement
Confidentiality Statement
EMTALA Policy
HIT presentation

MEETING DEBRIEF

Unfortunate to have a regional phone system issue when two Board members that weren't present for the meeting were scheduled to call in.

EXECUTIVE SESSION

ACTION: Leta Strauss made a motion to go into Executive Session per Idaho Code 74-206 (a) for personnel at 2:26pm.

A motion was made to go out of Executive Session at 2:35pm.

ACTION: Leta Strauss made a motion to approve the appointment of Provisional Medical Staff for Mike Matthews; MD as presented in Executive Session. Jane Carlson seconded the motion. All were in favor, motion carried.

There being no further business, the regular meeting adjourned at 2:35pm. The next regular Syringa Hospital & Clinics Board of Trustees meeting will be held Tuesday May 22, 2018 at 12:30pm at the Soltman Center.

Leta Strauss; Syringa Hospital & Clinics Board of Trustee Secretary / Treasurer