



BOARD OF TRUSTEE MEETING MINUTES
April 25, 2017

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 were:

BOARD MEMBERS

Al Bolden
Steve Didier
Twila Hornbeck
Paula Calcaterra
Ted Sellitti
Jo Hardy

HOSPITAL EMPLOYEES

Betty Watson
Darla Whitley
Yvonne Hoiland
Michelle Schaeffer
Bill Spencer
Lauren Wilson
Katy Eimers
Dina Cervantes

ABSENT

Gunther Williams- excused

CHIEF MEDICAL OFFICER

Danny Griffis, MD

GUESTS

Leta Strauss
Jane Carlson
Joe Cladouhos
Todd Brown
Jerry Zumalt

PUBLIC COMMENTS

Joe Cladouhos recognized Clare Chapman's achievements as the SHC Foundation Executive Director.

APPROVAL OF BOARD MINUTES

Minutes of the March 28, 2017 Syringa Hospital & Clinics Board of Trustees regular meeting were submitted for approval.

ACTION: Paula Calcaterra made a motion to approve the March 28, 2017 Syringa Hospital & Clinics Board of Trustees regular meeting minutes as mailed. Jo Hardy seconded the motion. Six were in favor, motion carried.



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Jo Hardy reported updates from the Foundation meeting. JoAnne Smith was named the new Foundation Executive Director.

ADMINISTRATIVE REPORTS AND QUESTIONS

Paula recommended a written report be submitted if a director wouldn't be attending the Board meeting.

Chief Nursing Officer- no report

Director of Clinic Operations- Michelle said patients have been very patient with all of the construction. Steve asked about the staff's satisfaction with the new exam rooms and work stations. Michelle answered that it was too early to tell because it's not finished. There have been issues identified with sound barriers that will need to be addressed. Michelle will be requesting acoustic panels be added to the providers' office in place of bulletin boards.

Steve asked Michelle to expand on the results of the OPTUM survey. Michelle discussed documentation requirements with behavioral health notes. She and the HIM manager will be working on an improved process to address this requirement.

Director of Human Resources- Katy hasn't heard back from the CEO search firm since their onsite visit.

Katy discussed the meeting that was held with Advanced Benefits regarding the hospital's self-insurance plan. She said it was too early to make an analysis of the financial impact but noted the importance of employee engagement.

Katy commented on the turnout for the dedication ceremony held at the Kooskia Clinic to honor former Board member Dick Tucker.

The next edition of "Health Matters" will come out in June.

The Marketing Committee will start meeting quarterly and will utilize email correspondence between meetings. Dana will be doing an online marketing program with the Clearwater Progress.

Director of Facilities-Bill reported sequence II of construction should be complete by May 23. He discussed the trauma level 4 designation and the need to address Cerner workflow in a mass causality incident. Jill and Alex are working on that.

Bill and Steve Didier attended the active shooter exercise in Genesee involving several agencies. Steve discussed the event and stated it was very well organized. Jerry Zumalt also participated as the Idaho county emergency planning representative.



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Revenue Cycle- nothing to add to the written report submitted.

Interim Chief Executive Officer- Betty reported she received potential dates from Eide Bailly for the operational assessment.

Betty discussed shared purchasing with Kootenai Health for supplies and drugs.

The Syringa Clinic Pharmacy opened the first of the month but not all payers are set up with provider numbers. A rep from Cardinal Health will be attending a Medical Staff meeting to discuss a marketing plan.

Twila asked if the VA panel increased with the new contract. Betty stated no. Michelle discussed the VA Choice plan and some of the barriers with accessing patient records. Dr. Griffis added that Syringa is committed to our veterans and the best way to provide services to them is through the VA clinic.

MEDICAL STAFF REPORT

Dr. Griffis announced that due to changes in his personal life he was pleased to report he will be staying on at SHC. He will not be serving as CMO but everything else will remain the same.

Mark Imus is retiring after 41 years in practice. He has agreed to help out during the summer as needed.

Dr. Mike Matthews will be doing a two-week rotation beginning next month. He is a 2nd year resident.

Dr. Griffis reported a representative for SHIP will be making an onsite visit in May and will meet with the Medical Staff.

Credentialing files for Ronald Sigler; MD- reappointment to Courtesy Medical Staff, Adam Bell; DO- reappointment to Courtesy Medical Staff, Wendi Richardson; CRNA-reappointment to Allied Health Staff, James Dardis; MD-reappointment to Active Medical Staff and Edward MacInerney; MD-advancement to Courtesy Medical Staff were presented for Board review and approval as recommended by the SHC Medical Executive Committee.

ACTION: Twila Hornbeck made a motion to approve the credentialing files as presented and recommended by the SHC Medical Executive Committee. Steve Didier seconded the motion. Six were in favor, motion carried.

QUARTERLY REPORT

Turnover report- Paula requested to see the nursing FTEs to see if they are in line with the strategic goals. Katy will bring that information to the May meeting.



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Michelle distributed the clinic patient report for the last quarter.

UNFINISHED BUSINESS

CEO search update- discussed earlier in the meeting.

Strategic Plan- Paula reported the recommendation from the Planning Committee to the Board was to accept the strategic plan as presented with corrections. The plan will be presented to the community seeking input.

ACTION: Paula Calcaterra made a motion to recommend that the Board accept the strategic plan final document as presented and edited at the Planning Committee today, and to present to the community asking or feedback within 30 days. Twila Hornbeck seconded the motion. Six were in favor, motion carried.

NEW BUSINESS

Steve spoke about the iProtean Board educational webinars. He felt they are crucial for Board members to view and also beneficial for the Leadership Team. He said the intent is to hold these sessions before each monthly Board meeting at 10:00am. He discussed the process for Board members to come on site to view a webinar. Al noted these webinars are excellent but do not replace the recommended off site symposiums held twice a year.

New CMS regulations- Betty asked Bill to discuss the new regulations for disaster planning. Bill said he is working with Lauren on compliance and a table top drill will be held in June involving local law enforcement, public health agencies, Grangeville EMS and SHC emergency room staff. The plan is to hold a full-scale disaster drill this fall. A task force has been assembled and will meet next week.

2017 CALENDAR

May 3- Ethics Committee meeting at noon at the Soltman Center

May 6-12 Nurse's week

May 9- PI meeting 12:00-2:00 at the Soltman Center, Board candidate forum at 7:00pm at the Senior Center

May 16- Board of Trustee election

May 23- Board education at 10:00, planning at 11:00, Board meeting at 12:30 all at the Soltman Center

May 22-26- EMS week.

No CR / Marketing meeting in May or June.



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COMMITTEE REPORTS

Finance-

ACTION: Twila Hornbeck made a motion to pay project costs in the amount of \$108,172.80. Ted Sellitti seconded the motion. Six were in favor, motion carried.

APPROVAL OF ALL REPORTS

ACTION: Ted Sellitti made a motion to approve all reports as presented. Jo Hardy seconded the motion. Six were in favor, motion carried.

EXECUTIVE SESSION

ACTION: Twila Hornbeck made a motion to go into Executive Session per Idaho Code 74-206 (f) & (c) for a settlement agreement and potential property acquisition at 2:17pm. Ted Sellitti seconded the motion. Six were in favor, motion carried.

The Board came out of Executive Session at 3:01pm.

ACTION: Ted Sellitti made a motion to accept step one of the two step process of analysis of the Holland & Hart proposal. Paula Calcaterra seconded the motion. Motion passed three-two in favor. Yes votes- Ted Sellitti, Steve Didier and Paula Calcaterra. No- Twila Hornbeck. Abstained- Jo Hardy.

There being no further business, the regular meeting adjourned at 3:20pm. The next Syringa Hospital & Clinics Board of Trustees meeting will be held Tuesday May 23, 2017 at 12:30pm at the Soltman Center.

Twila Hornbeck; Syringa Hospital & Clinics Board of Trustee Secretary / Treasurer