



**BOARD OF TRUSTEE MEETING MINUTES**  
**February 25, 2020**

**CALL TO ORDER**

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

**BOARD MEMBERS**

Leta Strauss  
Jerry Zumalt  
Jim May  
Barbara Essen  
Laura Smith  
Jane Carlson

**ABSENT**

Gunther Williams- excused

**CHIEF MEDICAL OFFICER**

Matt Told, DO

**GUESTS**

RPG group  
Lorie Palmer

**CHANGES TO THE AGENDA**

No changes

**CONFLICT OF INTEREST**

No conflict of interest noted.

**PUBLIC COMMENTS**

There were no public comments.

**HOSPITAL EMPLOYEES**

Abner King  
Betty Watson  
Lauren Wilson  
Dina Cervantes  
Darla Whitley  
Carri Forsman  
Dana Greig  
Katy Eimers  
Maja Ledgerwood  
Alex Frei  
Bill Spencer



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**DEPARTMENT PRESENTATION**

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

Maja Ledgerwood, LCSW gave a presentation on “Assisting Patients with Substance Use Disorder”.

**UNFINISHED BUSINESS**

RPG Surgery proposal- the pro- forma was presented by the RPG group. Abner said there is additional financial information prepared by Betty that will be presented to the Board. Betty will be on a call with DZA to see how this affects the cost report. Leta suggested holding a special Board meeting to allow enough time for the Board to consider the surgery proposal.

Surplus property-

**ACTION: Jerry Zumalt made a motion to approve the resolution of surplus property as presented. Laura Smith seconded the motion. All were in favor, motion carried.**

**NEW BUSINESS**

None

**CONSENT AGENDA**

**ACTION: Jane Carlson made a motion to approve the consent agenda as presented. Laura Smith seconded the motion. All were in favor, motion carried.**

Leta commented that the Board was welcome to attend the EMT Spring Fling.

**QUALITY / PATIENT SAFETY**

Lauren shared a story where a group of patients were inconvenienced by driving to Grangeville for a lab test that we couldn't do because of staffing issues.



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**COMMITTEE REPORTS**

Medical Staff report- Dr. Told reported the providers are struggling a little with the changes / requirements for the Medicare annual wellness visits. The providers are seeing a need for a mid-level to cover the walk in clinic due to the resignation of Derek Wynn, PA-C. Currently the physicians are rotating to cover the walk in clinic, along with their normal patient schedule. Dr. Told gave his opinion on the RPG Surgery proposal, in favor of exploring the option.

Quality & Patient Safety- Minutes of the February 18 meeting were distributed.

Finance- Betty reported the month of January ended with a positive, and year to date. Days cash on hand decreased and AR days stayed the same. In January we received the bulk of the property taxes. Deliveries were up significantly. ER visits were above budget and above prior year. The FY19 Medicare settlement is a receivable of \$360,000 that was booked in January but the money isn't expected for 30-60 days. Without that Medicare receivable we would have had a significant loss.

**APPROVAL OF ALL COMMITTEE REPORTS**

**ACTION: Jim May made a motion to approve all committee reports submitted. Barbara Essen seconded the motion. All were in favor, motion carried.**

**BOARD RETREAT**

Board retreat material was included in the Board packet. Dana Greig distributed the draft Board Communication Plan that will be reviewed at the Board retreat.

**AGENDA FOR MARCH MEETING**

Discussion of frame work for quality- Leta

Abner reported on the Feb. 18 breakfast with community leaders held at The Gallery. A lot of information was shared. Laura commented that two things that were brought up were 1) the need for increased communication from the Board to the community, 2) increase availability for the walk in clinic / urgent care- begin earlier in the morning before work/school and a Saturday clinic. She said they were very in favor of a robust surgery program as well. Dr. Told said the plan is to provide all day walk in clinic hours and discussed recruitment of a midlevel.



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**EXECUTIVE SESSION**

**ACTION: Barbara Essen made a motion to go into Executive Session per Idaho Code 74-206 (a) personnel at 3:55pm.**

Kelby Wilson, MD's credentialing file was presented for Board review / approval as recommended by the Medical Executive Committee;

Kelby Wilson, MD- advance to Active Medical Staff.

A motion was made to go out of Executive Session at 3:58pm.

**ACTION: Jim May made a motion to approve the advancement to Active Medical Staff to Kelby Wilson, MD as presented and recommended by the Medical Executive Committee. Laura Smith seconded the motion. All were in favor, motion carried.**

**ADJOURN**

There being no further business, the regular meeting adjourned at 4:01pm. The next regular Syringa Hospital & Clinics Board of Trustees meeting will be held Tuesday March 24, 2020 at 12:30pm at the Soltman Center.

**TIME ALLOTMENT**

Fiduciary:

Strategic:

Generative:

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**Gunther Williams; Syringa Hospital & Clinics Board of Trustee Secretary / Treasurer**