



**BOARD OF TRUSTEE MEETING MINUTES
February 28, 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
Gunther Williams

ABSENT

Jo Hardy- excused

CHIEF MEDICAL OFFICER

Danny Griffis, MD

HOSPITAL EMPLOYEES

Joe Cladouhos
Betty Watson
Dina Cervantes
Michelle Schaeffer
Katy Eimers
Yvonne Hoiland
Bill Spencer
Darla Whitley
Cindy Daly
Dana Greig
Alex Frei
Kaylin Folmar

GUESTS

Lorie Palmer
Barbara Essen

Steve said in an effort for the Board and Leadership Team to be more united he asked that everyone get up from their chair and shuffle seats so that members of the Board aren't seated at one end of the table.

Steve discussed Robert's Rules of Order and reviewed meeting guidelines he had prepared to better facilitate future meetings.

APPROVAL OF BOARD MINUTES

Minutes of the January 24, 2017 Syringa Hospital & Clinics Board of Trustees regular meeting were submitted for approval.

ACTION: Steve Didier made a motion to approve the January 24, 2017 Syringa Hospital & Clinics Board of Trustees regular meeting minutes as mailed. Paula Calcaterra seconded the motion. Six were in favor, motion carried.



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Minutes of the February 22, 2017 Syringa Hospital & Clinics Board of Trustees special meeting were submitted for approval.

ACTION: Gunther Williams made a motion to approve the February 22, 2017 Syringa Hospital & Clinics Board of Trustees special meeting as presented. Ted Sellitti seconded the motion. Six were in favor, motion carried.

GENERAL DISCUSSION ITEMS

1. IHA representative on site visit
2. Suggest potential Board meeting agenda change
3. Farewell recap from Joe
4. ICOM agreement

Al asked Joe to explain his suggestion for potential Board meeting agenda change. Joe asked that the Board consider having an ongoing agenda item to hear public comments. Al said the Board would take that suggestion under advisement.

ADMINISTRATIVE REPORTS AND QUESTIONS

Chief Nursing Officer- Alex had nothing more to add to the written report submitted.

Director of Clinic Operations- Twila inquired on the status of the letters going out to Dr. Griffis' patients. Dr. Griffis clarified the letters are currently being stuffed into envelopes and will be mailed out.

Director of Human Resources- Katy was asked about physician recruitment. She said one physician interviewed last week and is available in August. A second will be here March 7th and both are family practice but vary a little in what scope of services they provide. Dr. Griffis stated he felt very positive with the first physician that interviewed and discussed a third physician who is also interested and will be coming for a resident rotation in May.

Director of Facilities- EMT Spring Fling Conference to be held this weekend. Twila asked about the STEMI and Stroke ready process. Bill stated it's similar to the Trauma Level 4 that Alex is going through right now, but it's a process that follows standard protocol to quickly expedite patient care, the outcomes are tracked through PI. Bill discussed the newsletter he submitted with his Board report regarding an upcoming hostile event full scale exercise scheduled for April 1st that will include several multiple response agencies. The goal is to improve capabilities through education and training to better care for pediatric patients in a mass casualty incident.

Foundation- the Executive Director has submitted his resignation effective May 1.



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Revenue Cycle- Yvonne reported the PFS Counselor position has been filled.

Yvonne discussed the process of “record cloning” which allows providers to pull information forward or to copy information from one note to another in the patient’s medical records, but per CMS audits, they are requesting paybacks if information in the notes was cloned.

Chief Financial Officer- Betty received the Medicare cost report showing the hospital will receive \$105,000. That is expected to come within 60-90 days.

Betty stated she is waiting for an operational assessment proposal from Eide Bailly, a regional healthcare consulting company.

CEO- Joe was asked to talk about the new academic agreement with ICOM (Idaho College of Osteopathic Medicine). He referred this to Dr. Griffis to explain. Dr. Griffis said the Medical Staff met about ICOM’s proposal for SHC to be a training site and they all agreed to provide whatever opportunities they could for medical residents within the state for rural rotations. He said the goal is to improve access to patients by recruiting physicians and data shows residents end up choosing employment near their rotation site.

MEDICAL STAFF REPORT

Dr. Griffis reported the Medical Staff met on Feb. 8 for their regular monthly meeting and a representative from Life Watch attended. Kim Hunter and Kathleen Walker were also present to discuss radiology exams and updates. The physicians held a retreat afterwards. At that time, the physicians re-distributed committee assignments.

UNFINISHED BUSINESS

KH affiliation confirmation vote-

ACTION: Steve Didier made a motion to formalize the Kootenai Health affiliation agreement. Ted Sellitti seconded the motion. Six were in favor, motion carried.

Report on status of the dedication for Dick Tucker- Al reported he spoke to Dick’s wife and she recommended having the dedication when the weather was better and suggested sometime in April. Al asked the Board to find two dates in April to propose to the family. April 5th and 12th were suggested.

NEW BUSINESS

None



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2017 CALENDAR

March 9th – HIIN (Hospital Improvement Innovation Network) on site visit. Lauren asked if the Board would be willing to hear a presentation from the HINN rep from 12:30-1:30 during the strategic planning meeting. The Board agreed to have Lauren schedule that presentation.

March 9th – Strategic Planning from 9:30-3:30 at the Soltman Center

March 14th – special Board of Trustees meeting from 9:00-1:00 at the Soltman Center

March 14th - Compliance meeting at 1:00 at the Soltman Center

March 15th- Ethics Committee meeting at 12:00 in the WCR.

March 28th- Board meeting

April 5th or 12th - two suggestions for the dedication ceremony in honor of Dick Tucker

COMMITTEE REPORTS

Planning- the committee met today to review the phase 2 soft costs and over runs. Paula said because of the CEDA grant the invoices and payments would be handled differently. The Planning Committee recommends to the Board approving the overruns in the amount of \$61,000 (approximately), with the option of not furnishing three of the clinic exam rooms at this time. Steve added that there was one item removed from the soft costs that the Planning Committee felt was important to address now rather than later and that was the bench coverings in the exam rooms. Bill said he is also going to get another quote for the upholstery of the bench covers.

ACTION: Twila Hornbeck made a motion to accept the Planning Committee’s recommendation. Ted Sellitti seconded the motion. Six were in favor, motion carried.

Finance-

ACTION: Twila Hornbeck made a motion to pay project costs in the amount of \$67,016.02. Ted Sellitti seconded the motion. Six were in favor, motion carried.



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APPROVAL OF ALL REPORTS

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

Joe addressed the Board on his last day by reminiscing about from his first day at SHC until now. He thanked everyone for the opportunity. The Board expressed their appreciation to Joe with a gift, and one from the staff at SHC.

There being no further business, the regular meeting adjourned at 1:45pm. The next Syringa Hospital & Clinics Board of Trustees meeting will be held Tuesday March 28, 2017 at 12:30pm at the Soltman Center.

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