



BOARD OF TRUSTEE MEETING MINUTES
January 23, 2018

CALL TO ORDER

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

BOARD MEMBERS

Steve Didier
Gunther Williams
Jerry Zumalt
Jim May
Leta Strauss
Jane Carlson

HOSPITAL EMPLOYEES

Abner King
Betty Watson
Dina Cervantes
Katy Eimers
Lauren Wilson
Darla Whitley
Michelle Schaeffer
Dana Greig
Carri Forsman

ABSENT

Al Bolden- excused

CHIEF MEDICAL OFFICER

Matt Told, DO

GUESTS

Barbara Essen
Lorie Palmer

PUBLIC COMMENTS

Leta announced the Idaho County Historical Society will be having a presentation on the S.S. Tuscania which held two Idaho descendants that were killed when the ship sank. The free public presentation will be held Feb. 5th at 6:00pm at the Grangeville high school multi-purpose room.

Steve gave a medical update on the Board Chair.

Steve presented Betty Watson with a gift from the Board in appreciation for her term of interim CEO.

CEO INTRODUCTION

Abner King, new CEO discussed his 100 day plan that includes development of leadership evaluation system, organization goals aligned with the strategic plan, and working through the operational assessment to prioritize the recommendations.



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APPROVAL OF BOARD MINUTES

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

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

FY17 AUDIT REPORT

Carl Swenson, CPA presented the FY17 audit report.

GENERAL DISCUSSION ITEMS

Trustee Magazine articles

Board education opportunities

UNFINISHED BUSINESS

EMS awareness task force report- Steve clarified that Jane was chairman of the task force. Jane suggested that Jim be on the task force and he accepted. Dr. Told recommended contacting outlying communities to communicate to them the need for more EMT's. Jane said Bill has a video and brochures that can be passed out. She would like to see Dr. Told speak to the high school students and asked for publication by the newspaper. The goal is to have the task force meet with a couple of communities by the next Board meeting and report back. Jerry offered to bring discussion to the local disaster planning committee.

Board / Provider retreat- February 14, 2018. Dr. told, Betty, Abner and Steve will be meeting tomorrow to create the agenda. Abner asked for suggestions from the Board. Leta suggested addressing the recommendations in the operation assessment prepared by Eide Bailly.

NEW BUSINESS

Operational assessment- Abner said the leadership team will be dedicating meetings to work through the document and to create an action plan. Steve inquired about the benchmarks. Abner explained how the benchmarks were determined and recognized that the reoccurring message throughout was for managers to establish and maintain a productivity budget. He was pleased to find out there is a tool already in place that can be used.



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ADMINISTRATIVE REPORTS AND QUESTIONS

Chief Nursing Officer- Alex was at the TSE meeting in Lewiston but prepared a written report that was distributed.

Director of Human Resources- Katy discussed the nursing wage grid that was mentioned in Alex's report.

Tickets are on sale now for the Foundation Gala Saturday, February 24 at the Event Center in The Gym. Doors open at 6:30pm.

Marketing- Feb. 26 Nathan Winder will be presenting "Tar Wars" at the school. Dana clarified that the new staff pictures for the hallway haven't yet been put up as stated in her written report.

Director of Clinic Operations- Michelle reported the clinic did receive the new IRIS fridge but there was an issue with the door not closing properly. That has since been resolved. A new monitoring system was also purchased to monitor the fridge's temperature both in the clinic and the lab.

Leta discussed an experience she encountered at SJRMC with the patient check in process done electronically.

Director of Facilities- Bill was at the TSE meeting in Lewiston.

Director of Revenue Cycle- Carri Forsman, new director took over for Yvonne Hoiland. She reported a new HIM Clerk has been hired to take over some of the daily duties she was doing in the department.

Steve inquired on the status of the suppression system following the recent CMS survey. Carri said the plan is for maintenance to place flame retardant tarps over the files in the hospital basement storage.

Chief Financial Officer- Betty gave a brief over view of December's financial statement that resulted in a \$90,000 net gain.

Luke Zaracor from DZA will be onsite Thursday January 25 to meet with Abner and Betty about the cost report. He is available at 1:00 to educate the Board on Medicare reimbursement.

Director of Quality- Lauren reported the hospital attested for MU. Haven't attested yet for the providers.

Lauren received the results from the Infection Prevention survey. She will be working with Cindy Daly on an action plan.



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MEDICAL STAFF REPORT

Dr. Told said after recruitment of two additional physicians the Medical Staff will be at full staff.

Dr. Told's credentialing file was presented for Board review and approval. It was reviewed and approved by the Medical Executive Committee at their January 10 meeting and recommended for Board approval.

ACTION: Jim May made a motion to approve the reappointment to Active Medical Staff for Dr. Told. Leta Strauss seconded the motion. All were in favor, motion carried.

COMMITTEE REPORTS

Finance- Leta reported the Finance Committee met last Friday and reviewed December's finance statement.

APPROVAL OF ALL REPORTS

ACTION: Gunther Williams made a motion to approve all reports submitted. Jerry Zumalt seconded the motion. All were in favor, motion carried.

GENERAL DISCUSSION

Trustee magazine articles-

1. "Trends for 2018"- coverage and cost. Abner, Gunther and Steve attended the North Idaho Regional Healthcare Symposium in Coeur d' Alene. Topics of discussion included method of payments and partnerships. Leta recommended getting a monthly report of opportunities taken by KH. This will be added to the monthly Board packets.
2. "Succession Planning"- Steve expressed importance with having a succession plan to replace key leadership roles. Abner felt this would be one area that partnering with KH would be useful.
3. A Board's duty in assuring a healthy culture- Steve commented on one key point and that was Board education. He said it's the Board's obligation to attend at least two off site educational courses per year and it's also in the Board Bylaws.

AGENDA FOR FEBRUARY 27, 2018 MEETING

Board Committees- review / recommendations
Board / Provider retreat report
EMS awareness task force report
Operational assessment update



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2018 CALENDAR

Ethics Committee meeting- Jan. 31 at 12:00pm in the Soltman Center
Finance Committee meeting- February 16 at 8:30am in the WCR
PI Committee meeting- Feb. 13 at 12:00pm in the Soltman Center
CR / Marketing Committee- Feb. 20 at 10:30am in the WCR

Upcoming:
Western Trustee Regional Symposium-June 6-8 in Omaha, Nebraska

EXECUTIVE SESSION

ACTION: Jerry Zumalt made a motion to go into Executive Session per Idaho Code 74-206 (a) for personnel at 2:55 pm. Gunther Williams seconded the motion. All were in favor, motion carried.

A motion was made to go out of Executive Session at 3:45pm.

ACTION: Gunther Williams made a motion to approve Provider A contract as presented in Executive Session. Leta Strauss seconded the motion. All were in favor, motion carried.

ACTION: Jerry Zumalt made a motion to approve Provider B employment offer not to exceed the limits discussed in Executive Session. Jim May seconded the motion. All were in favor, motion carried.

There being no further business, the regular meeting adjourned at 3:50pm. The next regular Syringa Hospital & Clinics Board of Trustees meeting will be held Tuesday February 27, 2018 at 12:30pm at the Soltman Center.

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