



**BOARD OF TRUSTEE MEETING MINUTES
January 24, 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
Jo Hardy

HOSPITAL EMPLOYEES

Joe Cladouhos
Betty Watson
Lauren Wilson
Michelle Schaeffer
Dina Cervantes
Darla Whitley
Katy Eimers
Dana Greig

CHIEF MEDICAL OFFICER

Danny Griffis, MD

GUESTS

Lorie Palmer

APPROVAL OF BOARD MINUTES

Minutes of the December 20, 2016 Syringa Hospital & Clinics Board of Trustees regular meeting minutes were submitted for approval.

Clarification for the December 20, 2016 meeting minutes, the Compliance Committee will meet monthly and report quarterly.

ACTION: Paula Calcaterra made a motion to approve the December 20, 2016 Syringa Hospital & Clinics Board of Trustees regular meeting minutes as mailed. Gunther Williams seconded the motion. Seven were in favor, motion carried.



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Minutes of the January 12, 2017 Syringa Hospital & Clinics Board of Trustees Retreat were read by Twila Hornbeck and submitted for approval.

ACTION: Twila Hornbeck made a motion to approve the January 12, 2017 Board Retreat minutes as read. Jo Hardy seconded the motion. Seven were in favor, motion carried.

FY16 AUDIT REPORT

Carl Swenson, CPA presented the FY16 audit report via conference phone.

GENERAL DISCUSSION ITEMS

1. Strategic Plan
2. IHA Board training opportunity
3. Report on financial indicators grant from State Office of Rural Health
4. Reschedule of Dedication of Plaque
5. SHC Festival of Hearts
6. VA Contract status

ADMINISTRATIVE REPORTS AND QUESTIONS

Paula inquired on the outcome of the Hospice Medical Staff meeting with SMH. Dr. Griffis said that meeting is scheduled for tomorrow.

Joe reported on the newly elected Foundation Board officers.

Paula asked about the status of the VA contract. Michelle stated she hasn't received notification from the VA yet, and staff is scheduled to go to Walla Walla for recertification requirements.

Steve questioned if plans were being discussed to reschedule the dedication ceremony to honor Dick Tucker since it had been canceled due to the weather. Al offered to follow up with the family to see what they would like to have done.

Paula asked if the CNO position has been advertised. Katy stated yes, and one internal candidate will be interviewed and one external candidate has also applied. Paula requested that Katy provide to the Board the job description for the CEO.

Twila asked about the accounts receivable from the Thrift Shop to the Hospital in the amount of \$3,500. Betty explained it was the difference for the Thrift Shop Manager salary.



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Joe spoke about a regional mental health stabilization plan that will be going to legislature and will require signatures from the county commissioners. Dr. Griffis discussed the proposal for a regional crisis center utilizing local professionals and plans for a tele-health link up.

Joe discussed the “Festival of Hearts” that replaces the annual “Festival of Trees”. The event will be held Feb. 18th at the Elks. There will be a live band and silent auction items. There will be an insert in the Free Press tomorrow.

Joe reported on the status of the \$25,000 grant to conduct an operational assessment.

IHA Board training- iProtean information included in the Board packet. All agreed they would like to participate.

Paula asked if there was an action plan to address the scores for medication reconciliation on the MU dashboard. Dr. Griffis explained that some of the scores are out of the providers control when patients have a provider outside of SHC.

MEDICAL STAFF REPORT

Dr. Griffis reported Dr. Rooney and Dr. Sohanski from St. Joe’s attended the meeting to discuss Cardiology services and they are actively working to decrease the “hot load” time. This is evolving out of Time Sensitive Emergencies.

The SHIP grant MOU for Patient Centered Medical Home (PCMH) has been delayed until the first part of Feb. Dr. Griffis discussed a webinar that will demonstrate how to complete the paperwork.

QUARTERLY REPORT

Michelle distributed the patient transfer report for Oct, Nov, and Dec. The total number of patients transferred in were 83, and 25 were transferred out.

The provider gross revenue report was given to the Board. Twila asked Dr. Griffis if he felt his new role as CMO has been beneficial. He said he has seen value in the role and has gotten feedback from the providers that it has been helpful. Joe showed the transition in ORG charts to this supervisory role.

Katy discussed the HR turnover report.

UNFINISHED BUSINESS

CMS rules for emergency preparedness readiness- Lauren discussed participation requirements. The Safety Committee will be working on and monitoring compliance.



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NEW BUSINESS

KH draft agreement- distributed to the Board with highlighted suggestions from SHC's attorney. Joe Wright was present to answer questions. Al recommended that if the Board had any other suggestions to get them to Steve by the end of the day. Steve will then correlate the suggestions and give them to Joe Wright for further review before calling KH on Thursday.

2017 CALENDAR

Not discussed

COMMITTEE REPORTS

Finance-

ACTION: Twila Hornbeck made a motion to pay project costs in the amount of \$12,885. Steve Didier seconded the motion. Seven were in favor, motion carried.

APPROVAL OF ALL REPORTS

ACTION: Twila Hornbeck made a motion to approve all reports as presented. Paula Calcaterra seconded the motion. Seven were in favor, motion carried.

ACTION: Twila Hornbeck made a motion to go into Executive Session per Idaho Code 74-206 (a) Personnel and 74-2016 (f) Settlement Agreement at 3:30pm. Steve Didier seconded the motion. Seven were in favor, motion carried.

ACTION: Twila Hornbeck made a motion to go out of Executive Session at 4:45pm. Paula Calcaterra seconded the motion. Seven were in favor, motion carried.

Ted Sellitti made a motion to pay Joe Cladouhos \$3500 in separation pay in addition to any unused Paid Time Off balance as per the PTO Policy. Steve Didier seconded the motion. Seven were in favor, motion carried.



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There being no further business, the regular meeting adjourned at 4:45pm. The next Syringa Hospital & Clinics Board of Trustees meeting will be held Tuesday February 28, 2017 at 12:30pm at the Soltman Center.

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