



**BOARD OF TRUSTEE MEETING MINUTES
June 23, 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, including opportunity for the public to connect to meeting via Zoom. Other members in attendance were:

BOARD MEMBERS

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

HOSPITAL EMPLOYEES

Abner King
Dina Cervantes
Betty Watson
Cindy Higgins
Lauren Wilson
Michelle Schaeffer (Zoom)
Katy Eimers (Zoom)
Darla Whitley (Zoom)
Kristi Brooks
Dana Greig (Zoom)
Alex Frei (Zoom)
Bill Spencer (Zoom)

CHIEF MEDICAL OFFICER

Matt Told, DO

GUESTS

Lorie Palmer- (Zoom)
Jeremy Evans- (Zoom)

CHANGES TO THE AGENDA

Discussion of the Kooskia Clinic building purchase will be moved to the end of the agenda, before Executive Session.

CONFLICT OF INTEREST

Jim May will excuse himself from the Kooskia Clinic building discussion as he is related to the property owner.

PUBLIC COMMENTS

There were no public comments.

DEPARTMENT PRESENTATION

Cindy Higgins; Hospice Manager gave a presentation on the Hospice department.



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UNFINISHED BUSINESS

None

NEW BUSINESS

Board Retreat plan- mixed feelings amongst the Board on holding a retreat within the next few months due to the pandemic. Leta would like attention on the strategic plan. Abner will be moving forward with the leadership team to develop recommendations for strategic initiatives to the Board. Leta suggested using time at the July and August Board meetings to address items that would normally be discussed at the retreat. Jeremy Evans attended the meeting by Zoom and commented that he will look for strategic plan resources to provide to us. He said that Kootenai has postponed strategic plan work until 2021 due to COVID. The general consensus of the Board was to not plan a retreat at this time and revisit in the fall.

COVID testing in house- Abner discussed updates with testing. Leta asked if staff is being tested. Abner confirmed employee exposures will be tested but that we have not had one recently.

Committee meetings and membership- Leta is leaving it up to the committee chair when to conduct meetings.

Board Confidentiality Statement- annual review and Board signature. Leta had questions on the policy related to confidential information. Lauren will follow up.

Board Conflict of Interest- annual review and Board signature.

ONGOING BUSINESS

Community Engagement Plan- Laura reviewed additional revisions made to the document. Dina will make copies of the final document for the Board Communication Books.

CONSENT AGENDA

Abner reported the employee engagement survey has concluded. Results will be shared at next month's Board meeting.

ACTION: Gunther Williams made a motion to approve the consent agenda as presented. Jerry Zumalt seconded the motion. All were in favor, motion carried.



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PATIENT SAFETY STORY

Lauren shared a situation of an account being turned over to collections for an amount less than ten dollars. The patient asked that this matter be taken to the Board to reconsider the policy for such a small amount. Lauren explained that the patient received several statements with no communication to SHC staff, but was upset when the account was turned over to collections.

COMMITTEE REPORTS

Hospice Advisory Board- the committee didn't meet because of COVID but all meeting information was sent to the committee via email. Some material was included in the Board packet.

Compliance- minutes of the June 1 meeting were included in the Board packet. Jane was pleased to report the number of policies overdue for review went down.

Medical Staff- Dr. Told reported there was a site visit from the Federal Aviation Administration (FAA) and everything was in order to conduct flight physicals. Dr. Told gave an update on the meeting with the Psychologist. Abner said he will be here for an onsite visit July 9.

Finance- included in the Board packet. No further discussion.

APPROVAL OF ALL COMMITTEE REPORTS

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

AGENDA FOR JULY MEETING

- Operations / budget / surgical services / VBC
- "Making hard changes" discussion
- Board Confidentiality Statement- action needed
- Board Conflict of Interest- action needed
- Employee Engagement results

Abner, Bill and Zach Peterson; EMT attended a meeting June 19 in Kamiah to discuss the EMS ambulance service solutions. Abner reported the Kamiah City Council publically announced they are disbanding the Kamiah ambulance program. There was some discussion on creating an ambulance district that would cross county lines. Bill said the Grangeville EMT Association isn't ready to consider a multi county ambulance district.



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Jim recused himself from the Kooskia Clinic building discussion and left the building.

Kristi gave an update to the Board on the recent developments of the potential property purchase.

EXECUTIVE SESSION

ACTION: Barbara Essen made a motion to go into Executive Session per Idaho Code 74-206 (a) personnel and (c) potential property purchase at 2:54pm.

The Board came out of Executive Session at 3:52pm.

ACTION: Gunther Williams made a motion to approve the credentialing files for Julie Hammatt; NP-C and Jared Willis; CRNA as recommended by the Medical Executive Committee and as discussed in Executive Session. Jerry Zumalt seconded the motion. All were in favor, motion carried.

ADJOURN

There being no further business, the regular meeting adjourned at 3:53pm. The next regular Syringa Hospital & Clinics Board of Trustees meeting will be held Tuesday July 28, 2020 at 12:30pm at the Soltman Center.

TIME ALLOTMENT

Fiduciary: 88 minutes (46%)
Strategic: 80 minutes (42%)
Generative: 24 minutes (12%)

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