



**BOARD OF TRUSTEE MEETING MINUTES
June 27, 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
Gunther Williams
Jerry Zumalt
Leta Strauss
Jim May
Jane Carlson

HOSPITAL EMPLOYEES

Betty Watson
Dina Cervantes
Katy Eimers
Alex Frei
Michelle Schaeffer
Bill Spencer
Darla Whitley
JoAnne Smith
Dana Greig
Yvonne Hoiland
Lauren Wilson

CHIEF MEDICAL OFFICER

Matt Told, DO

GUESTS

Jo Hardy
Twila Hornbeck

SWEARING IN CEREMONY

Gunter William was sworn in as the fifth newly elected Board member. Brianna Lueker; notary was present to notarize this oath.

PUBLIC COMMENTS

Al presented a plaque to Twila Hornbeck in honor of years of service on the Board.

APPROVAL OF BOARD MINUTES

Minutes of the May 23, 2017 Syringa Hospital & Clinics Board of Trustees regular meeting were submitted for approval.

ACTION: Gunther Williams made a motion to approve the May 23, 2017 Syringa Hospital & Clinics Board of Trustees regular meeting minutes as mailed. Steve Didier seconded the motion. All were in favor, motion carried.



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Minutes of the June 14, 2017 Syringa Hospital & Clinics Board of Trustees special meeting were submitted for approval.

ACTION: Steve Didier made a motion to approve the June 14, 2017 Syringa Hospital & Clinics Board of Trustees special meeting minutes as mailed. Jim May seconded the motion. All were in favor, motion carried.

GENERAL DISCUSSION ITEMS

1. Legal review of the Cardinal Health agreement
2. KH (Kootenai Health) management draft agreement

Betty reported Kim Stanger had no issues with the Cardinal Health agreement.

Discussion was held on the KH draft management agreement and elements of the draft were reviewed. The Board will individually provide their comments to Betty and the agreement will be discussed again at the July Board meeting.

ADMINISTRATIVE REPORTS AND QUESTIONS

Director of Quality- Lauren highlighted items in her written report. IHA will be conducting a mock CMS survey next month. Lauren discussed the Association for Professional in Infection Control & Epidemiology Conference she attended.

Marketing/Community Relations- Dana explained the contract the hospital has with the Free Press. She said the Marketing Committee will be meeting in July and will re-evaluate the contract to decide if it's beneficial to continue. Steve asked if there was a way to track how effective the billboard ads are. Dana said there is a way for the company to track the traffic and how many eyes look at it. She will provide that information to the Board. Al asked if SHC was contacted to be included in a health insert that was in the LMT. Dana was not aware of the insert and will look into it. Discussion was held on the best way to get information out to the community on the providers. Leta suggested a continuous ad reminding people that there are providers accepting patients. Michelle advised the new Board that they will be receiving quarterly stats on new patients to the clinic.

Al inquired on the status of the 340 B program article in the paper. Dana is waiting on some more information.

Director of Human Resources- Katy discussed physician recruitment.

Director of Clinic Operations- Michelle is working on a replacement for speech therapy services. This is a required service for Swingbed and Hospice programs.



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Maja and Nathan are in Boise attending a SHIP (Statewide Healthcare Innovation Plan) Conference as part of a grant received. This is part of PCMH (Patient Centered Medical Home) transformation.

Michelle reported no update as of yet on the request for an alternate site for the VA clinic. Discussion was held on the VA Choice program. Michelle said because the hospital has a contracted clinic already in place for VA patients the primary care clinic currently doesn't accept VA Choice, but all other services in the hospital do. Steve asked if veterans are being turned away and if so how many. Michelle explained the process for veterans to be seen at our VA clinic and that the primary focus of SHC is to provide the best possible care to veterans as we can.

Chief Nursing Officer- Alex discussed the "Two Bear Air" rescue training that was held June 8. He said it's important that staff is well trained in time sensitive emergencies. Alex and Bill have been working on a new way to speed up the transfer time to the helicopter. He felt it's been a huge success.

Alex said one nurse has completed OB training at Kootenai and another will be set up for ER.

Director of Facilities- Bill discussed changes with the ambulance service during the Border Days rodeo this year due to the Idaho Rodeo Association requiring that an ambulance is on site at all times during the rodeo. Bill contacted the Border Days Committee recommending they hire an independent ambulance service due to the lack of available Grangeville EMT's and because SHC is licensed to respond to 911 calls this could possibly interfere with having to be available for the rodeo.

A disaster training table top exercise is tentatively set for July 26 with a full scale drill this fall.

The odor in the VA clinic continues to be an issue. Tomorrow testing of the ground surrounding the VA clinic will be performed and hopefully this will help identify the problem so that a solution can be found.

Bill discussed the sound barrier concerns within the clinic exam rooms but after conducting a test wall has found a way to address it.

Foundation- JoAnne discussed the Thrift Shop expenses and revenue. Will be hiring a part time cashier in order to fill the schedule due to the lack of volunteers.

JoAnne reported a summary letter has been submitted for a grant request for a portable x-ray machine.

JoAnne discussed ideas that are being tossed around for this year's Oktoberfest. The annual Wellness Fair will be held at that time and she is working with the U of I extension office to hold a three-on- three basketball tournament. JoAnne would also like to see a grand opening event for the clinic but very early in discussions.

Revenue Cycle- Yvonne said with denial management getting more prevalent she is asking more of the front end staff to identify coverage for services patients present for. She discussed a contract she received recently that talked about non covered services that couldn't be billed for if the patient wasn't notified up front. Year to date there have been over forty county applications completed to help patients with their medical expenses.



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Chief Financial Officer / Interim CEO- Betty included charges by financial class in this month's Board packet.

Betty has been providing requested information to Eide Bailly in preparation for the operational assessment that will be conducted mid-July.

Lauren provided a list of all Board approved policies.

MEDICAL STAFF REPORT

Credentialing files for the following were submitted for Board review and approval as recommended by the SHC Medical Executive Committee- Kim Campbell; MD-reappointment to Courtesy Medical Staff, Geneen Bigsby; DO- reappointment to Courtesy Medical Staff, Pathologists Regional Lab; reappointment to Affiliate / Consulting, Mike Berg; CRNA- appointment to Allied Health Staff and Tyler Harrington; DDS- reappointment to Courtesy Medical Staff.

ACTION: Steve Didier made a motion to approve the credentialing files as presented and recommended by the SHC Medical Executive Committee. Leta Strauss seconded the motion. All were in favor, motion carried.

Policies presented for Board review and approval;

1. Board Conflict of Interest
2. Board Confidentiality
3. Compliance Program

ACTION: Jim May made a motion to approve all policies as presented. Jerry Zumalt seconded the motion. All were in favor, motion carried.

Darla informed the new Board that all Board approved policies can be accessed on the Syringa website and she will provide the Board with the password.

ELECTION OF SECRETARY / TREASURER

Steve Didier nominated Gunter Williams, seconded by Leta Strauss. Jim May nominated Leta Strauss, seconded by Jerry Zumalt. All in favor of Gunther Williams were Steve Didier and Gunther Williams. All in favor of Leta Strauss were Jerry Zumalt, Jim May, Jane Carlson and Leta Strauss. Leta Strauss is the new Secretary / Treasurer.

Updates were made to the Board Committee list.



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COMMITTEE REPORTS

Betty reviewed project costs for May and asked for Board action.

ACTION: Leta Strauss made a motion to pay project costs in the amount of \$74, 455.17. Jim May seconded the motion. All were in favor, motion carried.

JULY 25, 2017 MEETING AGENDA

1. KH management agreement
2. Strategic Plan to align with KH management agreement

Discussion was held on holding a Board retreat for members to get to know each other. It was decided to wait a few months and to have Steve, Dr. Told and Betty meet to discuss budget and identify participants.

Al asked for a motion to amend the agenda and add personnel to the Executive Session discussion.

ACTION: Steve Didier made a motion to add Idaho Code 74-206 (b) for personnel to the Executive Session discussion. Leta Strauss seconded the motion. All were in favor, motion carried.

EXECUTIVE SESSION

ACTION: Steve Didier made a motion to go into Executive Session per Idaho Code 74-206 (f) for a settlement agreement and (b) for personnel at 2:51pm. Leta Strauss seconded the motion. All were in favor, motion carried.

The Board came out of Executive Session at 4:15pm.

There being no further business, the regular meeting adjourned at 4:20pm. The next regular Syringa Hospital & Clinics Board of Trustees meeting will be held Tuesday July 25, 2017 at 12:30pm at the Soltman Center.

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