



BOARD OF TRUSTEE MEETING MINUTES
March 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

HOSPITAL EMPLOYEES

Betty Watson
Katy Eimers
Dina Cervantes
Lauren Wilson
Alex Frei

ABSENT

Jo Hardy- excused

CHIEF MEDICAL OFFICER

Danny Griffis, MD

GUESTS

Lorie Palmer

ACTION: Twila made a motion to amend the agenda to include an Executive Session with Joe Wright; Attorney at Law. Paula Calcaterra seconded the motion. Six were in favor, motion carried.

APPROVAL OF BOARD MINUTES

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

ACTION: Paula Calcaterra made a motion to approve the February 28, 2017 Syringa Hospital & Clinics Board of Trustees regular meeting minutes as mailed. Ted Sellitti seconded the motion. Six were in favor, motion carried.



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

ACTION: Ted Sellitti made a motion to approve the March 14, 2017 Syringa Hospital & Clinics Board of Trustees special meeting as mailed. Gunther Williams seconded the motion. Six were in favor, motion carried.

GENERAL DISCUSSION ITEMS

1. Revised strategic plan
2. Discussion of upcoming election
3. Board off site team building exercise

ADMINISTRATIVE REPORTS AND QUESTIONS

Chief Nursing Officer- Al inquired on the satisfaction of the OB training at KH. Alex said this hasn't begun yet, but one nurse has been offered a date of May 8th if the schedule allows.

Al asked if the nursing staff is pleased with the upstairs lounge. Alex stated the lounge is used for their monthly staff meetings and occasional breaks.

Alex discussed OB training, with the next objective being the ER. He is looking at using different facilities for various experience levels. Katy discussed the grade step ladder for RN's she and Alex are working on. Discussed PRN staff and continued training opportunities. The Board asked to be involved somehow with all departments recognition week.

Director of Clinic Operations- written report submitted.

Director of Human Resources- Katy reported a physician will be here in May for a site visit, and a contract was signed with a female physician who will start the end of August.

Katy discussed the job opening in the lab for a Phlebotomist.

Steve commented favorably on the CEO search site visit by Witt Kiefer held on Monday. Others agreed.

Director of Quality- Lauren discussed part one of the compliance boot camp webinar she viewed hosted by Holland & Hart.

PI projects are coming due. The PI meeting is May 9th.

Continue to work on MIPS (Merit-based Incentive Payment System) measurements with the physicians.



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Katy reported the dedication ceremony for Dick Tucker will be Wednesday, April 5th at 1:00 at the Kooskia Clinic.

Director of Facilities- written report submitted.

Foundation- written report submitted.

Revenue Cycle- Twila was stunned by the number of medical record requests. Betty clarified that there are a number of reasons a patient's records are requested. They are not only for transfer of care.

Chief Financial Officer- Betty reported she and Shane met with KH's pharmacist to discuss switching from our current distributor to the one they use. Our current agreement expires in June and the new distributor would allow Shane to receive daily deliveries.

The 340 B Pharmacy is still tentatively planned to open April 4th.

Betty reported she is still waiting for the listing of information from Eide Bailly for the operational assessment. She is expecting a Medicare payback of \$100,000. The results of February's financial summary were positive with increased volumes.

Betty asked for a point of clarification on the monthly administrative reports regarding the Boards desire to have written or verbal. The decision was to continue the written reports with supplemental verbal information.

MEDICAL STAFF REPORT

Dr. Griffis discussed the MIPS quality measures the providers will be working on.

The Medical Staff is working with nursing on the hand off communication process for direct admits from the clinic.

Dr. Griffis said the Medical Staff is excited to have Dr. Matthews here for a site visit in May, along with the new physician hire.

Dr. Griffis reported the SHIP Committee participated in a coaching call for transformation.

Dr. Griffis presented credentialing files for Brett Johnson; DO to advance to Active Medical Staff and Dennis Tracy; CRNA for reappointment to Allied Health Staff as reviewed and recommended by the SHC Medical Executive Committee for Board approval.

ACTION: Twila Hornbeck made a motion to approve the credentialing files as submitted and recommended by the SHC Medical Executive Committee. Steve Didier seconded the motion. Six were in favor, motion carried.



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UNFINISHED BUSINESS

CEO search update- the job description is complete. Ted suggested having another session to finalize the interview questions.

ACTION: Twila Hornbeck made a motion for the Board to meet on April 11th to finalize the CEO interview questions. Gunther Williams seconded the motion. Five were in favor, motion carried.

NEW BUSINESS

None

2017 CALENDAR

April 5- Kooskia Clinic dedication ceremony for Dick Tucker at 1:00pm

April 11- Special Board meeting to finalize the CEO interview questions at 1:00pm at the Soltman Center

April 18- CR / Marketing meeting at 10:30am in the Webb Conference Room

April 25- Board meeting

COMMITTEE REPORTS

Ethics Committee- Twila briefly explained a case the committee reviewed. The Committee will meet every two months; next meeting will be in June.

Finance-

ACTION: Twila Hornbeck made a motion to pay project costs in the amount of \$297,018.16. Gunther Williams seconded the motion. Six were in favor, motion carried.

CR / Marketing- Gunther said there was nothing more to report than what was previously reported.

APPROVAL OF ALL REPORTS

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



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Betty discussed the iProtean online Board education and said Dina would email the Board the access information.

AGENDA FOR APRIL 25, 2017 MEETING

Syringa Clinic Pharmacy
iProtean report from the Board

GENERAL DISCUSSION

Steve commented that in light of having a full slate of candidates running for the Board he thought it would be a good idea to hold a public forum so the community could get to know each of the candidates. Lorie Palmer from the Idaho County Free Press offered to arrange the forum.

EXECUTIVE SESSION

ACTION: Twila Hornbeck made a motion to go into Executive Session per Idaho Code 74-206 (f) for litigation discussion at 2:35pm. Paula Calcaterra seconded the motion. Six were in favor, motion carried.

The Board came out of Executive Session at 3:20pm.

ACTION: Ted Sellitti made a motion to refer to Kim Stanger regarding a litigation question. Gunther Williams seconded the motion. Six were in favor, motion carried.

There being no further business, the regular meeting adjourned at 3:21pm. The next Syringa Hospital & Clinics Board of Trustees meeting will be held Tuesday April 25, 2017 at 12:30pm at the Soltman Center.

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