



BOARD OF TRUSTEE MEETING MINUTES
November 22, 2016

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
Darla Whitley
Katy Eimers
Lauren Wilson
Bill Spencer
Dina Cervantes
Michelle Schaeffer
Eric Kopczynski
Alex Frei

CHIEF MEDICAL OFFICER

Danny Griffis, MD

APPROVAL OF BOARD MINUTES

Minutes of the November 1, 2016 Syringa Hospital & Clinics Board of Trustees special meeting minutes were submitted for approval.

Minutes of the November 7, 2016 Syringa Hospital & Clinics Board of Trustees special meeting minutes were submitted for approval.

ACTION: Twila Hornbeck made a motion to approve the November 1, 2016 and November 7, 2016 Syringa Hospital & Clinics Board of Trustees special meeting minutes as emailed. Paula Calcaterra seconded the motion. Seven were in favor, motion carried.

Level 4 Trauma decision and Board resolution- Bill further discussed the importance of obtaining the Level 4 Trauma Designation and the cost involved. The goal is to work on the “door to transfer” times. This is being monitored throughout the region. Bill discussed the case reviews that were conducted.

ACTION: Twila Hornbeck made a motion to approve the Board Resolution supporting the Level 4 Trauma Designation as previous presented. Steve Didier seconded the motion. Seven were in favor, motion carried.



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ADMINISTRATIVE REPORTS AND QUESTIONS

Paula inquired on the cost for traveling nurses and what the long term plan was to address nurse staff shortages. Eric discussed the goal for staffing. Paula asked if the hospital utilizes nursing students who, enrolled in an academic program can work under the supervision and delegation of an RN. Eric wasn't familiar with this model but said he would look into it.

Twila asked if Kootenai Health had tele-psych. Michelle said that don't have a provider. Dr. Griffis commented that is one of the issues (lack of providers) in the state, and with the change in Washington's law regarding boarding psych patients until a bed is available this makes it difficult for many facilities.

Twila asked about the plan to honor a former Board member with a plaque at the Kooskia Clinic. According to Katy a date hasn't been set for a dedication.

Paula reported she has read articles recommending that employee name badges have large block letters showing their title to help patients with identifying staff. Katy confirmed the RN's do have this on their name badge so they are easily identified because some other departments also wear scrubs.

Joe summarized the FY16 financials based on the annual audit. For FY17, he and Betty estimated some additional revenue from grants and the 340 B Pharmacy.

MEDICAL STAFF REPORT

Dr. Griffis reported the Medical Staff didn't meet in November and historically don't. He and Katy have been together to set up interviews with residents one-two years out. There is no plan to recruit additional mid levels at this time. Discussion was held on the number of providers in the county based on the Health Professional Shortage Area (HPSA) score.

UNFINISHED BUSINESS

Community Needs Data availability- Paula distributed a summary of available resources. Twila suggested getting data on utilization of the Food Bank(s).

Kootenai Health- Steve felt any residual hard feelings the community may have had doesn't appear to be an issue any longer. He recommended moving forward with a full management agreement rather than a phase approach and spending a lot of money.

ACTION: Paula Calcaterra made a motion to have Kootenai Health develop a draft management services agreement. Twila Hornbeck seconded the motion. Seven were in favor, motion carried.



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NEW BUSINESS

Compliance & Audit Committee-

ACTION: Twila Hornbeck made a motion to establish a Compliance & Audit Committee. Steve Didier seconded the motion. Seven were in favor, motion carried.

Board communication between meetings- Twila reported she and Paula discussed the need to have the Board itself meet in January to get to know each other better. Paula added that she would like to see quarterly Board retreats. Discussion was held on adhering to the open meeting laws with regards to Board email communication.

Develop Board Committee assignments- a draft was included in this month's Board packet.

2016 CALENDAR

Strategic Action Planning meeting Nov. 29th from 10:00am-3:00pm at the Soltman Center

Hospice "Tree of Lights"- Dec. 4th from 2:00pm-3:00pm at the Senior Center.

Ethic's Committee meeting- Dec. 7th from 12:00pm-1:30pm at the Soltman Center

Compliance Committee meeting- Dec. 13th from 1:00pm-2:00pm at the Soltman Center

Finance Committee meeting- Dec. 20th from 11:00am-12:00pm at the Soltman Center

Board meeting- Dec. 20th at 12:30pm at the Soltman Center

COMMITTEE REPORTS

A Finance Committee meeting was set for Monday Dec. 20th at 11:00am at the Soltman Center.

Finance-

ACTION: Twila Hornbeck made a motion to pay project costs in the amount of \$ 21,448.92 from the general fund. Paula Calcaterra seconded the motion. Seven were in favor, motion carried.

Ethics Committee- Twila reported from the meeting.



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APPROVAL OF ALL REPORTS

ACTION: Jo Hardy made a motion to approve all reports as presented. Gunther Williams seconded the motion. Seven were in favor, motion carried.

EXECUTIVE SESSION

ACTION: Twila Hornbeck made a motion to go into Executive Session per Idaho Code 74-206 (a) for personnel at 2:25pm. Paula Calcaterra seconded the motion. Seven were in favor, motion carried.

The Board came out of Executive Session at 2:35pm. There was no action taken.

There being no further business, the regular meeting adjourned at 2:35pm. The next Syringa Hospital & Clinics Board of Trustees meeting will be held Tuesday December 20, 2016 at 12:30pm at the Soltman Center.

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