

BENEWAH COMMUNITY HOSPITAL
GOVERNING BOARD MEETING
Thursday, May 28, 2020, 7:30 a.m.
Francie Walters Board Room, Benewah Community Hospital, St. Maries, Idaho

MINUTES

Present:	Dan Hammes Richard Schumacker Dave Cox	Carol Humphrey Peggy Cuvala	Mike LaPlante Ron Hodge
Staff:	Lori Minier Dr. Bill Wheeler	Chuck Lloyd Tyson Frodin	Rebecca Plante
Other:	Claudia Spooner, VVCC Board President Bob Short, Benewah County Commissioner Phil Lampert, Benewah County Commissioner		

1. **Call to Order** – Chairman Hammes opened the meeting at 8:00 a.m.
2. **Regular Session**
3. **Approve Minutes** – A **motion** made by Hodge, second by LaPlante, to approve the meeting minutes from April 22, 2020, May 7, 2020 and May 8, 2020. The motion passed.
4. **Open Forum/Visitors**
 - 4.1. **2019 Audit Presentation, Dingus, Zarecor and Associates** – DZA had planned on presenting the 2019 audit. Due to technical difficulties, the 2019 Audit presentation will be rescheduled.
 - 4.2. **Telemedicine Grant, BCH/Jack's Pharmacy**- Item discussed during the Finance Committee Meeting. Minier will reach out to Jack's Pharmacy.
5. **Medical Staff** – Dr. Wheeler brought forth the following Medical Staff files:
 - 5.1. **Reappointment**
 - 5.1.1. **W. Scott Spence, M.D.** – The Medical Staff has recommended Dr. Spence's reappointment. A **motion** made by Hodge, second by Humphrey, to approve the reappointment of Dr. Scott Spence. The motion passed.
 - 5.1.2. **William Wheeler, M.D.** – The Medical Staff has recommended Dr. Wheeler's reappointment. A **motion** made by Humphrey, second by Schumacker, to approve the reappointment of Dr. Wheeler. The motion passed.

The Board thanked Dr. Wheeler for his temporary amendment to help during this time. Wheeler stated that our staff is focusing on taking care of the community and should be commended for their hard work. In June, we will be moving back to three providers a day in the clinic; hoping this should get us to about 75% of normal clinic operations. *Frodin entered at 8:05 a.m.*

- 5.2. **Pharmacy Update** – Frodin stated that at end of the calendar year, Pharmacy completes an inventory of all meds throughout the hospital. All medications are uploaded into cardinal. At the

end of the year, inventory consists of approximately 1300 medications that are counted individually. Frodin explained that in 2019, we had a higher census than average, including outpatient chemotherapy patients. Moving forward, Pharmacy will not inventory chemo. drugs, these will be expensed to chemo. *Wheeler exited at 8:09 a.m.* Frodin stated that there are three full-time staff members in Pharmacy. The goal is to get new the new Tech chemo certified as the current Tech. is the only one who can mix chemo; discussion followed. Our 340b program now includes generic medications. Frodin stated that since the COVID pandemic, we have seen a decrease in volumes through BCH and Jack's Pharmacy, but May is looking a lot better than April. Frodin also reported that he completed the Pharmacy's first 340b audit through Turn-Key, and it went very well. *Frodin exited at 8:13 a.m.*

6. Board Committee Reports

6.1. Performance Improvement Committee – No recent meeting due to COVID.

6.2. Finance Committee – The Finance Committee met this morning prior to the Board meeting.

6.2.1. Approve April Financials – A **motion** made by Humphrey, second by Hodge, to approve the April Financials. The motion passed. *Wheeler entered at 8:14 a.m.*

6.2.2. 3D Mammography Agreement – The Hologic Lease agreement was discussed at the Finance Committee meeting. A **motion** made by Humphrey, second by LaPlante, to approve the 3D Mammography Agreement. The motion passed. The Board thanked Administration for their work on getting this completed.

6.2.3. Canon Dual Injector Agreement – The Canon Dual Injector Agreement was discussed at the Finance Committee Meeting. A **motion** made by Humphrey, second by Cox, to approve the Canon Dual Injector Agreement. The motion passed

6.2.4. 2019 Audited Financial Statements – Item tabled.

6.2.5. 2019 Medicare As-Filed Cost Report – Item tabled until Audit presentation to get more details on where this payable comes from.

6.3. Medical Staff Committee – Hodge stated that Plante included all Medical Staff items in her report.

6.4. Board Nominations and Bylaws/Policy Committee

6.4.1. Request to County Commissioners, Reappointment of Board Members – Cox stated that he has had numerous phone calls with the committee to discuss nominations. Three people are interested in the upcoming open positions. Cox stated that two Board members are due to be reappointed July 1, 2020 (Mike LaPlante and Dan Hammes). Mike LaPlante, Dan Hammes, and Jerry Parmeley are being submitted to the Commissioners for consideration of the two open positions. We received a letter of interest from Jerry Parmeley, which will be attached to the letter submitted to the county. A **motion** made by Cox, second by Hodge, to approve sending a request letter to the County Commissioners for the Board Appointments. The motion passed. *Hammes and LaPlante abstained from voting.*

7. Contracts

7.1. Juergen Lang, MD Contract – Minier stated that Dr. Lang is our new ER Provider. This is an employed contract; Dr. Lang will be filling the void of Dr. Moullet. Minier requested the Board approve this agreement, pending signature from Dr. Lang (as long as no changes are made to the contract sent to him). A **motion** made by Hodge, second by Humphrey, to approve Dr. Juergen Lang's Physician contract, as explained. The motion passed.

8. Board/CEO Staff Communications

8.1. Board Rounding – Rounding tabled due to COVID.

9. Administrative Reports/Questions – The Board and Administration had discussions regarding the following items: ER Physician schedule, FP candidate Dr. Ruppel, weekly risk/grievance meetings, the Compliance Officer position, Lloyd's experience in the clinic, transfers to other facilities, Lloyd's review of our Swing Bed admission agreement (making sure it matches CMS regulations) and future customer service trainings.

10. Follow-Up Items – No follow-up items at this time.

11. Communications

11.1. BetterCARE Report – Humphrey stated that BetterCARE received a \$5,000 Idaho Community Foundation grant. BetterCARE is working with BCH Administration to get input on where these monies could be used.

11.2. Board Education – Nothing at this time. *Wheeler and Spooner exited at 8:29 a.m.* Hammes called for a short recess.

12. Executive Session

At 8:33 a.m., a **motion** made by Schumacker, second by Humphrey, to adjourn into executive session per Idaho Code 74-206(1)(b) Personnel and Idaho Code 74-206(1)(j) Provider Contract and Other Contract Matters. Roll Call Vote: All ayes. The motion passed.

Present at this time: Hammes, Humphrey, LaPlante, Cox, Schumacker, Hodge, Cuvala, Lloyd, Minier, Plante, Short, and Lampert.

Plante exited at 8:33 a.m.

Minier exited at 9:04 a.m.

Meeting adjourned at 9:30 a.m.

Respectfully submitted,

Approved by:

Rebecca Plante, Board Secretary

Dan Hammes, Board Chairman