

BENEWAH COMMUNITY HOSPITAL
GOVERNING BOARD MEETING
Thursday, January 28, 2021, 7:00 a.m.
Francie Walters Board Room, Benewah Community Hospital, St. Maries, Idaho

MINUTES

Attendees:	Dan Hammes	Carol Humphrey	Mike LaPlante
	Ron Hodge	Dave Cox	Richard Schumacker
	Peggy Cuvala	Phil Lampert, County Commissioner	
Staff:	Lori Minier	Rebecca Plante	Rachel Ewert
	Chuck Lloyd	Dr. Bill Wheeler	

1. Call to Order – Chairman Humphrey opened the meeting at 7:02 a.m.

2. Executive Session

At 7:02 a.m., a **motion** made by Schumacker, second by Cuvala, to adjourn into executive session per Idaho Code 74-206(1)(b) Personnel and Idaho Code 74-206(1)(j) Provider Contract & Other Contract Manners. Roll Call Vote: All ayes. The motion passed.

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

Plante exited at 7:02 a.m.

The Board came out of Exec. Session at 7:42 a.m. Humphrey called for a short recess.

Plante, Ewert, and Wheeler entered at 7:43 a.m.

3. Regular Session at 7:46 a.m.

4. Approve Minutes – A **motion** made by Cuvala, second by Hodge, to approve the meeting minutes from December 31, 2020 and January 18, 2021. The motion passed.

5. Open Forum/Visitors –No visitors present.

6. Medical Staff – Dr. Wheeler expressed his admiration and gratitude for the OR crew and what they are doing for COVID testing and vaccines; discussion followed.

7. Board Committee Reports

7.1. Performance Improvement Committee – Schumacker gave an update from the most recent PI Committee meeting on January 12, 2021, to include a briefing on PI projects for each department. The following departments are starting new projects in 2021: Emergency Department, Laboratory, Administration, Radiology, and Human Resources.

7.2. Finance Committee

7.2.1. **December Financial Data** – Minier stated that December financial data has not been 100% completed due to the adjustments being made for December year-end. Part of the audit process is moving any revenue posted in 2021 related to services rendered in 2020. Contractual write-offs were at 33% (tentative, pending final review). Minier stated that she is working with Pharmacy on the inventory count (not yet completed). The Board asked Minier to break Pharmacy supply/drug expense out in 2021. Minier reported December closed with \$1.5 million, or 35 days cash on hand (does not include the \$551,000 from Medicare). The County bond fund has been fully funded for the February payment. Minier reported full monthly payments have been made (plus some if we are able), and we are on track for the September payment. Minier stated that she had a phone call with R1 yesterday; AR is maintaining a balance of \$3.6 million or less over the last 30 days. There was a large decline in the accounts payable balance (approx. \$3 million) due to the bond refinance/new MOU with the County. Minier reported that two major projects have been completed: the ATS integration system and repairs related to the fuel leak (will require ongoing air quality tests). Provider based billing is on hold until there is a resolution with Cerner; discussion followed. Discussion regarding price transparency. Discussion regarding payments to Cerner for current invoices. The Otis elevator motor was installed (not related to fuel leak). There will be a minor repair to the generator (turbo replacement, less than \$10,000). Lampert stated that the County was discussing the possibility of tying into the hospital's generator due to the generator at the county currently not operational; discussion followed. Minier stated that Dingus Zarecor will be taking the approach of an online audit this year due to COVID; discussion followed.

7.2.2. **Approve December Financials** – A **motion** made by Hammes, second by Cox, to approve the December Financials. The motion passed.

7.2.3. **2021 Budget** – A **motion** made by Hammes, second by Hodge, to approve the 2021 Budget, to include a 3% increase in room rates and Dietary adjustments. The motion passed. The Board stated that they will be looking at salaries and wages soon.

7.2.4. **2021 IHA Dues** – Minier reported that the 2021 IHA dues are \$195 more compared to 2020. A **motion** made by Cuvala, second by LaPlante to approve the 2021 IHA dues. The motion passed.

7.3. **Medical Staff Committee** – Hodge stated that the last medical staff meeting was a conference call meeting. Discussion regarding medical screenings for the COVID vaccine and the IRIS system for vaccines. Flu numbers are down this year. Ewert stated that usually, once a patient finds out they don't have COVID, they decline any further testing. With the mask requirements and more frequent hand washing, it makes sense that flu is down. Discussion regarding offering parking lot telehealth visits. EMTALA was discussed with the medical staff as well. One item learned: if we have an on-call schedule, the on-call provider must respond and be onsite within the timeframe outlined in bylaws, if requested. *Wheeler exited at 8:15 a.m.*

7.4. **Board Nominations and Bylaws/Policy** – Cox stated that the BNPB committee did not meet this month. There is a complete policy list included in the Board packets from Compliance. The committee will begin looking at the sample bylaws received from the Healthcare attorney when they meet next.

8. **Contracts** – No contracts at this time.

9. Administrative Reports/Questions – The Board and Administration had conversations regarding the following topics: Nursing shortage to include staff who have recently left and why; continuing education; Nursing skills day; Pharmacist opening (need IV certified Pharmacist); community COVID vaccinations.

10. Follow-Up Items - None

11. Communications

11.1. BetterCARE Report – Humphrey reported that BetterCARE received \$1500 from PotlatchDeltic. These dollars are being used for gas and grocery cards.

11.2. IHA Updates – Cuvala stated that she attended an IHA meeting via Zoom. New billing requirements coming up are very complex; discussion followed. Discussion regarding IHA COVID updates as well as the Governor’s editorial regarding legislature wanting to end the emergency declaration.

11.3. Board Education – A complete policy and procedure list was included in the Board packets for all Board members.

12. Executive Session

At 8:36 a.m., a **motion** made by Cox, second by Cuvala, to adjourn into executive session per Idaho Code 74-206(1)(b) Personnel and Idaho Code 74-206(1)(j) Provider Contract & Other Contract Manners. Roll Call Vote: All ayes. The motion passed.

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

Plante and Ewert exited at 8:36 a.m.

Meeting adjourned at 9:08 a.m.

Respectfully submitted,

Approved by:

Rebecca Plante, Board Secretary

Carol Humphrey, Board Chairman