

BENEWAH COMMUNITY HOSPITAL
GOVERNING BOARD MEETING
Thursday, June 22, 2023, 7:30 a.m.
Francie Walters Board Room, Benewah Community Hospital, St. Maries, Idaho

MINUTES

Attendees:	Carol Humphrey Dave Cox	Suzy Epler Dan Hammes	Mike LaPlante
Staff:	Chuck Lloyd, <i>CEO</i> Rebecca Plante, <i>Board Secretary</i> Rachel Ewert, <i>Surgery Manager</i>	Lori Minier, <i>CFO</i>	Carleen Walker, <i>DNS</i> Dr. Cooper Wester, <i>Chief of Staff</i> Kristi Masterson, <i>Informatics</i>
Other:	Mark Reynolds, <i>County Commissioner</i> Luke Zarecor, <i>DZA Auditor</i> Tyler Stevens, <i>Oracle Health (Cerner) Account Executive</i>		

1. Call to Order – Chairman Humphrey opened the meeting at 7:30 a.m.

2. Regular Session

3. Open Forum/Visitors

3.1. 2022 Financial Audit Presentation – Luke Zarecor from Dingus, Zarecor and Associates (DZA) was onsite to present the 2022 Financial Audit. *Wester exited at 7:32 a.m.* Zarecor stated that the Provider Relief Funds made the bottom line look improved while volumes are flat or declining. Expenses are going up across the board (all hospitals are experiencing this). There was one finding on the audit related to the reporting of revenue related to the Provider Relief Funds. Zarecor stated the portal instructions were very poor, so many hospitals had this very same finding. Zarecor reviewed the contractual write-offs. Average contractuals at other hospitals are between 36-38%, and ours have stayed steady at 32%. Discussion regarding fixed assets. The Board requested a special audit meeting be set-up next year with audit documents given to them to review earlier so they have time for thorough review. The Board thanked Zarecor for his time. *Zarecor exited at 8:10 a.m.*

Humphrey called for a short recess.

Ewert, Masterson, and Stevens entered at 8:15 a.m.

Meeting reconvened at 8:16 a.m.

3.2. Tyler Stevens, Oracle Health (Cerner), Account Executive – Tyler Stevens is our new Client Account Executive for Cerner, now Oracle Health. Stevens explained his background. Stevens stated that so far, the biggest issue he is noticing is related to education. With staff turnover, new staff tend to find their own way of doing things. There was a consultant onsite last week for provider optimization. Teaching managers how to utilize the Learning Journeys educational portal will happen next week. Upcoming clinical optimization will focus on nurse education.

Stevens stated that they are currently are in process of fixing several items. He stated that he wants to understand the Board's expectations. Discussion followed.

4. **Approve Minutes** – A **motion** made by LaPlante, second by Hammes, to approve the meeting minutes from May 25, 2023. The motion passed. *Masterson and Stevens exited at 8:27 a.m.*

5. **Board Committee Reports**

- 5.1. **Performance Improvement Committee** – Humphrey stated that the PI Committee meets in July.

- 5.2. **Finance Committee** – The finance report was given in the Finance Committee meeting prior to the Board meeting.

- 5.2.1. **May Financials** – A **motion** made by Hammes, second by Cox, to approve the May Financials. The motion passed.

- 5.2.2. **2022 Financial Audit** – Hammes stated that next year, the Board will receive the audit earlier and will set-up a special meeting for the audit presentation. A **motion** made by Hammes, second by Epler, to approve the 2022 Financial Audit. The motion passed.

5.3. **Board Nominations and Bylaws/Policy Committee**

- 5.3.1. **Board Officers/Committees Discussion** – Cox distributed the Board officers and committee assignments document. Cox stated that he was proud of the committee's due diligence this year with the board term/recommendation process. He added that they appreciated Short attending the last meeting. New Board officers/committee assignments will be discussed at the next meeting now that we know who will be on the Board for the remainder of the year. Reynolds thanked the Board for explaining the process followed while recommending the board positions. Humphrey added that she appreciates the Commissioners rotating through attending meetings.

- 5.4. **Medical Staff Committee** – Epler was unable to attend recent medical staff meeting. Lloyd stated that we had a great presentation from attorney Tom Mortell on Emergency Abortion Laws. Discussion followed.

6. **Medical Staff** – *Dr. Wester had to leave the meeting due to patient care.*

7. **Contracts**

- 7.1. **Jordan Day, PA-C, New Contract** – Minier stated that J. Day's current agreement expires 09/04/2023. Day has reasonable requests for a new contract; discussion followed. A **motion** made by Cox, second by Hammes, to approve the new contract presented for Jordan Day, PA-C. Roll call vote. All ayes. The motion passed.

- 7.2. **Leasing Associates for Barrington, Inc (LAB)** – Minier stated that LAB agreement is for a new laboratory chemistry analyzer lease; \$110,000 total (monthly cost: \$3,300 for 36 months). Minier added that at end of the lease, we can change equipment out for a newer machine. The current machine 11 years old. A **motion** made by LaPlante, second by Hammes, to approve Leasing Associates for Barrington, Inc (LAB) agreement. The motion passed.

- 7.3. **Siemens Healthineers** – Minier stated that the Siemens Healthineers supply agreement is related to the new LAB lease. This is a 7-year price-locking contract, \$3,700/month (about \$700 more a

month than current cost). A **motion** made by Hammes, second by Epler, to approve the Siemens Healthineers contract. The motion passed.

8. Administrative Reports/Questions – Administration and the Board had discussions regarding the following items: New General Surgeon’s practice; referring in house when able; RN staffing and travelers; chemo patients; swing bed program and KH not transferring patients here. *Reynolds exited at 8:49 a.m.* Lloyd stated that we had a visit from the Bureau Chief and program director from Bureau of Rural Health and Primary Care last week. Other items discussed: Clinic phones and processes; Provider recruitment; CRNA model going to a 40-hour week with some call; pain management. Discussion regarding OR nurses getting certified for PICC lines (3-day certification class for Darcy, Shenelle and Rachel). Also looking into a difficult airway course for the Providers.

9. Follow-Up Items – Discussion regarding recent NP interview. Dr. Thompson and Lloyd will be going to meet with Marimn Health providers in July for a luncheon.

10. Communications

10.1. IHA Updates – Cuvala is currently attending an IHA meeting.

Walker and Ewert exited at 9:03 a.m.

11. Executive Session

At 9:03 a.m., a **motion** made by LaPlante, second by Cox, to adjourn into executive session per Idaho Code 74-206(1)(b) Personnel and Idaho Code 74-206(1)(j) Provider Contract & Other Contract Matters. Roll Call Vote: All ayes. The motion passed.

Present at this time: Humphrey, Hammes, LaPlante, Epler, Cox, Lloyd, Minier, and Plante.

Meeting adjourned at 9:40 a.m.

Respectfully submitted,

Approved by:

Rebecca Plante, Board Secretary

Carol Humphrey, Board Chairman