

BENEWAH COMMUNITY HOSPITAL  
GOVERNING BOARD MEETING  
Thursday, July 27, 2023, 7:30 a.m.  
Francie Walters Board Room, Benewah Community Hospital, St. Maries, Idaho

MINUTES

Attendees: Carol Humphrey Suzy Epler Mike LaPlante  
Dave Cox Dan Hammes Gary Green  
Peggy Cuvala

Staff: Chuck Lloyd, *CEO* Lori Minier, *CFO* Carleen Walker, *DNS*  
Rebecca Plante, *Board Secretary*

Other: Phil Lampert, *County Commissioner*  
Kirt Fredericks, *RBC Wealth Management*

1. **Call to Order** – Chairman Humphrey opened the meeting at 7:37 a.m.
2. **Regular Session**
3. **Approve Minutes** – A **motion** made by Hammes, second by Cuvala, to approve the meeting minutes from June 21, 2023 and June 22, 2023. The motion passed.
4. **Open Forum/Visitors** – Cuvala stated that the Volunteer Community Clinic has officially dissolved their 501c3. Remaining funds were donated to non-profits in the community. BetterCARE was one of the organizations who received a donation.
5. **Board Committee Reports**
  - 5.1. **Performance Improvement Committee** – LaPlante stated that the PI Committee met in July. BCH staff completed a mock CMS survey. LaPlante gave an overview of department PI updates.
  - 5.2. **Finance Committee** – The finance report was given in the Finance Committee meeting.
    - 5.2.1. **June Financials** – A **motion** made by Hammes, second by Cox, to approve the June Financials. The motion passed.
  - 5.3. **Board Nominations and Bylaws/Policy Committee**
    - 5.3.1. **Board Officers/Committees Discussion** – On behalf of the committee, Cox thanked current officers and committee members for their dedication. The Committee is recommending the following board officers, effective 07/28/2023.  
*Board Chairman:* Peggy Cuvala  
*Past Chairman:* Carol Humphrey  
*Vice Chairman:* Mike LaPlante  
*Secretary:* Rebecca Plante  
*Treasurer:* Chuck Lloyd  
Committee assignments to be appointed by the new chairman at a later date.  
A **motion** made by Cox, second by Hammes, to approve the new Board Officers. The motion passed. The Board thanked Humphrey for her term as Chairman.

**5.4. Medical Staff Committee** – Epler attended the July Medical Staff meeting. Epler stated that Plante covered items discussed in her board report.

## **6. Medical Staff**

6.1.1. **Medical Staff Bylaws, Rules and Regulations Annual Review/Revision** – Plante reported that the annual review of the Medical Staff Bylaws, Rules and Regulations has been completed by the Medical Staff. There were minor changes made during the review. A **motion** made by LaPlante, second by Cox, to approve the annual review/revision of the Medical Staff Bylaws, Rules and Regulations. The motion passed.  
*Fredericks entered at 7:53 a.m.*

### **6.2. Initial Appointments**

- 6.2.1. **Lindsey Green, NP** – Plante stated that L. Green is a NP with Hospice of North Idaho. No issues or concerns with her file. A **motion** made by Hammes, second by Epler, to approve the initial appointment of Lindsey Green, NP. The motion passed.
- 6.2.2. **Leah Jones, MD** – Plante stated that Dr. Jones is the Medical Director for Hospice of North Idaho. No issues or concerns with her file. A **motion** made by Hammes, second by Green, to approve the initial appointment of Leah Jones, MD. The motion passed.
- 6.2.3. **Jacob Pickering, DO** – Plante stated that Dr. Pickering is a Teleradiologist with KH. No issues or concerns with his file. A **motion** made by Hammes, second by Epler, to approve the initial appointment of Jacob Pickering, DO. The motion passed.
- 6.2.4. **Richard Watts, CRNA** – Plante stated that CRNA Rick Watts has agreed to work PRN at BCH. His previous file had expired out. No issues or concerns with his file. A **motion** made by Cuvala, second by Epler, to approve the initial appointment of Richard Watts, CRNA. The motion passed.

### **6.3. Reappointments**

- 6.3.1. **David Bartels, DO** – Dr. Bartels is our visiting Oncologist. No issues or concerns with his reappointment file. A **motion** made by Hammes, second by Cox, to approve the reappointment of Dr. David Bartels. The motion passed.
- 6.3.2. **Jordan Day, PA-C** – Clinic PA Jordan Day is due for her reappointment. No concerns with her reappointment file. A **motion** made by Cuvala, second by Green, to approve the reappointment of Jordan Day, PA-C. The motion passed.

**7. Kirt Fredericks, RBC Wealth Management** –Fredericks stated that our retirement plan is doing well. Fredericks comes onsite at least twice a year to meet with staff. Fredericks added that participants seem to be happy as well. Discussion regarding current market.  
*Fredericks exited at 8:22 a.m.*

## **8. Contracts**

**8.1. Aaron Vizcarra, CRNA** – Minier stated that we have a verbal acceptance for an employed CRNA agreement with Aaron Vizcarra. The new CRNA model will be focusing more on surgery, so we will not have 24/7 CRNA call coverage moving forward. Contract start date: November 6, 2023. Lloyd added that we will be working on getting airway courses scheduled for providers as well as additional training for OR Nursing. A **motion** made by Hammes, second by Cuvala, to approve the CRNA contract for Aaron Vizcarra, CRNA. The motion passed.

**8.2. Liability Insurance Renewal** –Administration is recommending the following for our Liability Insurance renewal, policy term Aug. 1, 2023 – Aug 1, 2024: Professional/General: Remain with Physician Insurance, adjusting limits from \$2mil/\$6mil to \$1mil/\$5mil (\$1mil/\$3mil is industry standard). Management: Remain with Evanston. Security/Privacy: Trisura Insurance Co. (\$200 increase from prior year). Minier stated that we are required to pay two months down and then we pay the remaining balance monthly. A **motion** made by Cuvala, second by Hammes, to approve 2023 Liability Insurance Renewal as presented by Administration. The motion passed.

**8.3. GE Healthcare, Ultrasound Maintenance** – Minier stated this is the maintenance agreement for the previously purchased ultrasound machine, paid monthly. A **motion** made by Hammes, second by LaPlante, to approve the GE Healthcare, Ultrasound Maintenance Agreement. The motion passed.

**8.4. Omnicell Pharmacy Dispensing Unit Server Update** – Minier stated that the Omnicell dispensing unit software upgrade is required and will be paid after upgrade and stability. A **motion** made by Hammes, second by Green, to approve the Omnicell Pharmacy Dispensing Unit Server Update Agreement. The motion passed.

**9. Administrative Reports/Questions** – The Board and Administration had discussions regarding the following items: RN scholarship recipients, Chemo, Physical Therapy, Meet the Residents event in Boise, leadership book assigned to department managers, meeting with Marimn Health, Clinic update and NP candidate.

**10. Follow-Up Items** – Epler asked for an update on the staff recruitment bonus policy. Minier stated that the policy has not been updated; discussion followed. The Board directed Administration to update this policy, doubling recruitment bonuses for all categories. Lampert stated that the commissioners are considering rotating who attends the Board meetings. The Board expressed their appreciation for the commissioners’ involvement.

**11. Communications**

**11.1. IHA Updates** – Cuvala attended the IHA mid-year meeting in McCall. Major items discussed: strategic planning, credentialing issues, importance on patient testimonials.

**12. Executive Session**

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At 8:54 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, Green, Cuvala, Lampert, Lloyd, Minier, Walker, and Plante.*

*Minier, Walker, and Plante exited at 8:55 a.m.*

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Meeting adjourned at 9:24 a.m.

Respectfully submitted,

Approved by:

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Rebecca Plante, Board Secretary

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Peggy Cuvala, Board Chairman