

BENEWAH COMMUNITY HOSPITAL
GOVERNING BOARD MEETING
Tuesday, November 21, 2023, 7:30 a.m.
Francie Walters Board Room, Benewah Community Hospital, St. Maries, Idaho

MINUTES

Attendees: Carol Humphrey Suzy Epler Dave Cox
Dan Hammes Mike LaPlante

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

1. **Call to Order** – Vice Chairman LaPlante opened the meeting at 7:30 a.m.
2. **Regular Session**
3. **Approve Minutes** – A **motion** made by Humphrey, second by Hammes, to approve the meeting minutes from October 26, 2023, and November 14, 2023. The motion passed.
4. **Open Forum/Visitors** – None
5. **Board Committee Reports**
 - 5.1. **Performance Improvement Committee** – The PI Committee meets in January.
 - 5.2. **Finance Committee** – The finance report was given in the Finance Committee meeting.
 - 5.2.1. **October Financials** – A **motion** made by Hammes, second by Cox, to approve the October Financials. The motion passed.
 - 5.2.2. **2024 Budget** – The 2024 budget was presented and discussed at the special meeting 2-weeks ago. A **motion** made Hammes, second by Humphrey, to approve the proposed 2023 budget. The motion passed.
 - 5.2.3. **Auditor RFP Selection** –The Board would like to accept the Eide Bailly proposal per Administration’s recommendation. A **motion** made by Hammes, second by Humphrey, to approve selecting Eide Bailly as our next auditing firm. The motion passed.
 - 5.3. **Board Nominations and Bylaws/Policy Committee**
 - 5.3.1. **Bylaws Annual Review** – Cox stated that it is time for the annual review of the Board Bylaws. Please review the bylaws and let Cox or Plante know of any changes by December 4th. The committee will meet to discuss any requested changes. To be discussed and approved at the December meeting.
 - 5.4. **Medical Staff Committee** – Epler attended the November Medical Staff meeting. There was a lengthy discussion regarding patients leaving in a private vehicle when they refuse ambulance transport.
6. **Medical Staff**
 - 6.1. **Initial Appointment**
 - 6.1.1. **Kara Seigley, FNP** – The Medical Staff approved the initial appointment of new Nurse Practitioner, Kara Seigley. A **motion** made by Epler, second by Cox, to approve the initial appointment of Kara Seigley, FNP. Roll call vote. All ayes. The motion passed.
 - 6.1.2. **Jason Rodulfa, MD** – The Medical Staff approved the initial appointment of Dr. Rodulfa, a Teleradiologist with KH. A **motion** made by Epler, second by Humphrey, to approve the initial appointment of Jason Rodulfa, MD. Roll call vote. All ayes. The motion passed.

7. Contracts

7.1. Ovation- Community Health Needs Assessment and Strategic Plan – Quote: \$45,000; discussion followed regarding strategic plan. Lengthy discussion regarding strategies to complete a strategic plan. Item tabled.

7.2. Ovation – Workforce/Productivity Study – Item tabled.

7.3. STERIS Operating Suite Bed w/ Orthopedic Accessories & Light Combination – Discussed at the Finance Committee meeting. Quote: \$116,000. A **motion** made by Hammes, second by Humphrey, to approve the STERIS Operating Suite Bed w/ Orthopedic Accessories & Light Combination. Roll call vote. All ayes. The motion passed.

8. Administrative Reports/Questions – The Board and Administration had discussions regarding the following items: Clinic operations; Minier working on the capital budget; nursing skills day in mid-January; inpatient services; swing bed program; infection prevention; outpatient/infusion. Darcy Humphrey is looking at teaching a CNA class through NIC. BCH, Marimn Health, and VVCC would all participate. She is looking for additional RNs to help teach. The Board would like to send a note to the Commissioners notifying them that we will skip 1-month of the bond payment to pay for OR table (\$114,000) as we are more than 1-year ahead in the bond account.

8.1. 2024 Marketing Plan – The 2024 Marketing Plan was included in Board packets. The Board would like Administration to move forward with this plan and include a quarterly update.

9. Follow-Up Items

9.1. Family Medicine Physician Recruitment – Plante gave a recruitment update for the family medicine physician opening. Plante also explained how 3rnet sends us “referrals” of Providers who may fit our position.

10. Communications

10.1. IHA Updates – Three handouts from the IHA meeting included in Board packets.

11. Executive Session

At 8:15 a.m., a **motion** made by Humphrey, second by Hammes, 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, Epler, Cox, LaPlante, Hammes, Lloyd, Walker, Plante.

Walker and Plante exited at 8:15 a.m.

Meeting adjourned at 8:35 a.m.

Respectfully submitted,

Approved by:

Rebecca Plante, Board Secretary

Peggy Cuvala, Board Chairman