

BENEWAH COMMUNITY HOSPITAL
GOVERNING BOARD MEETING
Thursday, April 25, 2024, 7:30 a.m.
Francie Walters Board Room, Benewah Community Hospital, St. Maries, Idaho

MINUTES

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

Staff: Lori Minier, *CFO* Carleen Walker, *DNS* Sunnie Jaynes, *Compliance/Risk*
Chuck Lloyd, *CEO, via telephone*

Other: Phil Lampert, *County Commissioner*

1. **Call to Order** – Chairman Cuvala opened the meeting at 7:44 a.m.
2. **Regular Session**
3. **Approve Minutes** – A **motion** made by Humphrey, second by LaPlante, to approve the meeting minutes from March 25, March 28, April 4, April 15, April 16, 2024, with one small change to the March 25 minutes (*Cuvala called the meeting to order, not LaPlante*). The motion passed.
4. **Open Forum/Visitors**
 - 4.1. Quarterly PI/Compliance/Safety Update, Sunnie Jaynes, Compliance/Risk Manager
 - 4.1.1. *Policies approved Q1 2024* - Jaynes supplied the board with a list of policies approved Q1 of 2024 (attachment included in board packets). Meetings for PI, Compliance, and Safety have all been combined as a lot of the reported information gets repeated in each meeting. Discussion regarding policy review, safety rounding, emergency preparedness training, and fire drills. Jaynes explained the difference between complaints and grievances. Jaynes talked about the recent CMS survey; no official report has been received at time of meeting. LaPlante inquired about recertification for the hood in Pharmacy as it no longer meets standards for chemotherapy; discussion followed. Discussion regarding the revamp with PI, to include longer projects. Cox inquired about board support in policy review. Plante would bring forth any policies that need formally approved by the board to the BNPB committee; discussion followed. Humphrey brought up a potential grant that was discussed at Timber Plus, related to home loans for Physicians.
5. **Board Committee Reports**
 - 5.1. **Performance Improvement Committee** – Humphrey thanked Jaynes for the great work she is doing with PI. *Jaynes exited at 8:12 a.m.*
 - 5.2. **Finance Committee** – The finance report was given in the Finance Committee meeting.
 - 5.2.1. **March Financials** – A **motion** made by Hammes, second by Cox, to approve the March financials. The motion passed. Minier stated that with claims now being processed through Trizetto, we will start seeing more cash coming in.

5.3. Board Nominations and Bylaws/Policy Committee

5.3.1. **Board Nominations Timelines** – Cox stated that press releases have gone out in the newspaper for upcoming board vacancies. The committee will be reviewing letters of interest and will submit a recommendation letter to the commissioners.

5.4. **Medical Staff Committee** – Epler stated that she attended the April Medical Staff meeting via telephone. Dr. Davenport will be retiring July 1st.

5.5. **Executive Committee** – Humphrey stated that the Executive Committee has been meeting to review CEO applicants to decide who will interview. LaPlante added that CEO applications continue to come in. Discussion followed.

6. **Medical Staff** – Lloyd stated that Dr. Davis has signed his contract for Orthopedic Services. Dr. Gandy, Internal Medicine Physician, is working on his credentialing documents and will start in August or September. Lloyd presented the following credential files as Dr. Wester was unable to attend the meeting. The Medical Staff is recommending the following appointments:

6.1. Initial Appointments

6.1.1. **KH Telecardiologist Group** – A **motion** made by LaPlante, second by Hammes, to approve the initial appointments for KH tele-cardiology providers Mary Larson, MD, Pablo Michel Sanchez, MD, and Eric Wallace, DO. Roll call vote: all ayes. The motion passed.

6.2. Reappointments

6.2.1. **Bradley Capawana, DPM** – A **motion** made by Humphrey, second by Hammes, to approve the reappointment of Podiatrist Dr. Bradley Capawana. Roll call vote: all ayes. The motion passed.

6.2.2. **Ronald Fritz, DO** – A **motion** made by Hammes, second by Humphrey, to approve the reappointment of visiting Cardiologist Dr. Ronald Fritz. Roll call vote: all ayes. The motion passed.

6.2.3. **W. Scott Spence** – A **motion** made by Cox, second by Hammes, to approve the reappointment of Family Practice Physician Dr. W. Scott Spence. Roll call vote: all ayes. The motion passed.

7. Contracts

7.1. **William Wheeler, MD** – Minier stated that a contract is still being developed. Item tabled.

7.2. **Adrian Davis, MD** – Dr. Davis will be hired as a full-time Orthopedic Surgeon, working 2-clinic days and 2-surgery days. This is a 3-year agreement commencing around 08/05/2024. A **motion** made by LaPlante, second by Humphrey, to approve the contract with Orthopedic Surgeon, Dr. Adrian Davis. Roll call vote, all ayes, with the exception of Epler, who respectfully abstained from voting (*she is working as Dr. Davis' Realtor*). The motion passed.

7.3. **Stillwater Electric, Inc.** – Minier stated that Stillwater Electric will update the lighting throughout the hospital through the Avista rebate program. A **motion** made by Humphrey, second by Epler, to approve the agreement with Stillwater Electric, Inc. The motion passed.

8. **Administrative Reports/Questions** – The Board and Administration had discussions regarding the following items: Script Sourcing program, Upper Payment Limit (UPL) tax program, Credentialing process timeline, positivity about the clinic closing 12pm-1pm for the lunch hour, FTE calculation, family practice recruitment, Eide Bailly report review from Ralph L. (included in strategic plan).

9. Follow-Up Items

9.1. Physician Recruitment – Lloyd stated that we will be scheduling an interview with a General Surgeon candidate.

9.2. Quick Care – Lloyd stated that Plante has ordered Quick Care banners for marketing/ advertisement.

9.3. CEO Recruitment – H. Ryan in HR created a report for CEO applicant tracking. The board discussed additional advertising options and discussed how many applications have been received since the CEO position opened. Two offers have been extended to candidates and neither were accepted. Discussion regarding travel distance from hospital. Two new candidates will be scheduled for zoom interviews soon. The board gave Kudos to H. Ryan for her hard work with CEO recruitment.

10. Communications

10.1. IHA Updates – Cuvala reported items discussed at recent IHA meeting, including credentialing/billing changes, legislative issues, UPL, medical education, and quality care structure.

10.2. BetterCARE Update – Epler stated that BetterCARE’s Bakesale cleared \$3,600. The Gala will be December 8, 2024. The Memorial walk will be June 8, 2024, 9am-12pm at the high school track. Volunteers are needed to help with events. BetterCARE has a new Logo and they are also looking into grant opportunities (grant for OR/Scope equipment). BetterCARE will also have a golf tournament in August organized by Kristi Masterson. BetterCARE now has a Facebook page as well. *Walker exited at 9:12 a.m.*

11. Executive Session - Lloyd confirmed that nobody was with him to hear executive conversations.

At 9:12 a.m., a **motion** made by LaPlante, 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: Cox, Cuvala, Epler, Green, Hammes, Humphrey, LaPlante, Lampert, Lloyd and Minier.

Meeting adjourned at 9:34 a.m.

Respectfully submitted,

Approved by:

Lori Minier, Recorder

Peggy Cuvala, Board Chairman