

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

MINUTES

Attendees: Tom Ebert Sheryl Carter Suzy Epler
Dan Hammes Carol Humphrey Mike LaPlante

Staff: Lori Minier, *CFO* Carleen Walker, *DNS* Becca Plante, *Board Secretary*
Burt Keltner, *CEO*

Other: Phil Lampert, *County Commissioner*
Peggy Cuvala, *Community Member*
Brian Whitlock, *IHA President*

1. **Call to Order** – Chairman LaPlante opened the meeting 7:50 a.m.
2. **Regular Session**
3. **Approve Minutes** – A **motion** made by Hammes, second by Epler, to approve the meeting minutes from June 27, 2024. The motion passed.
4. **Open Forum/Visitors**
 - 4.1. **Quarterly PI/Compliance/Safety Update, Sunnie Jaynes, Compliance/Risk Manager**

Jaynes explained how the combined Performance Improvement (PI)/Compliance/Safety meetings are run and what is discussed, to include safety issues, complaints, etc. The most common complaints we receive are related to billing. Jaynes stated that in 2023, we had a life safety survey from the state. We completely re-did our emergency preparedness program following this survey. Discussion followed regarding drills. Jaynes reported that CMS and state surveyors are in-house as of yesterday; discussion followed. Jaynes stated that the PI structure has also changed. We are focusing on facility-wide projects. One of the current projects is competencies and well as standard operating procedures (SOPs) for all job titles. *Jaynes exited at 8:02 a.m.*

 - 4.1.1. *Policies approved Q2 2024* – Handout distributed to Board members.
 - 4.1.2. *2024 Quality Report Card* – Handout distributed to Board members.
5. **Board Committee Reports**
 - 5.1. **Performance Improvement Committee** – Update given above.
 - 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 Humphrey, to approve the June financials. The motion passed.
 - 5.2.2. **Atlas Boiler** – Repair cost: \$18,425. A **motion** made by Hammes, second by Epler, to approve the boiler repair expense with Atlas Boiler. The motion passed.

5.2.3. **Banner Bank Signature Card** – Minier stated that new bank signature cards need completed and signed by board members, to include drivers' licenses. Changes to the Banner Bank Signature Card include:

- Remove Dave Cox, Peggy Cuvala, Chuck Lloyd, Ron Hodge, and Richard Schumaker.
- Add Sheryl Carter, Tom Ebert, Suzy Epler, Gary Green, and Burt Keltner
- Assign Signers for Checks: Mike LaPlante and Suzy Epler

A **motion** made by Hammes, second by Humphrey, to approve the changes to the Banner Bank signature card. The motion passed.

5.3. Board Nominations and Bylaws/Policy Committee – Plante stated that she will be contacting Tom Mortell of Hawley Troxell to schedule a Board education in the near future.

5.3.1. **Board Officers, Appointment of Treasurer: Remove Chuck Lloyd, appoint Burt Keltner.**

A **motion** made by Humphrey, second by Hammes, to approve removing Chuck Lloyd as Treasurer, appointing Burt Keltner. The motion passed.

5.3.2. **Board Committee Assignments**- Chairman Mike LaPlante has assigned the following Board members on each committee:

Executive Committee: LaPlante, Epler, Humphrey

Finance Committee: Hammes, Ebert

Performance Improvement Committee: Humphrey, Green

Medical Staff Committee: Epler, Carter

Board Nominations & Bylaws/Policy Committee: LaPlante, Green, Epler

A **motion** made by Hammes, second by Humphrey, to approve the Board Committee Assignments as presented. The motion passed.

5.4. **Medical Staff Committee** – Epler stated that the July Medical Staff meeting was quick. No specific items to report.

5.5. **Executive Committee** – Item to be removed from agenda at this time (*committee not currently meeting*).

6. Medical Staff

6.1. Initial Appointments

6.1.1. **Stephanie Arar, MD (full-time ER)** – A **motion** made by Humphrey, second by Hammes, to approve the initial appointment for Stephanie Arar, MD. The motion passed.

6.1.2. **Eric Chun, MD (PRN ER)** – A **motion** made by Hammes, second by Epler, to approve the initial appointment for Eric Chun, MD. The motion passed.

6.1.3. **Dane Jackson, MD (Telerad)** – A **motion** made by Hammes, second by Humphrey, to approve the initial appointment for Dane Jackson, MD. The motion passed.

6.1.4. **Cole Ziegler, MD (Telerad)** – A **motion** made by Hammes, second by Humphrey, to approve the initial appointment for Cole Ziegler, MD. The motion passed.

6.2. Reappointments

6.2.1. **Edward Moellmer, MD** – A **motion** made by Hammes, second by Carter, to approve the reappointment for Edward Moellmer, MD. The motion passed.

7. Contracts

7.1. Joseph Cooper, MD (PRN ER) – A **motion** made by Humphrey, second by Hammes, to approve the Independent Contractor agreement with Joseph Cooper, MD. The motion passed.

7.2. W. Eric Chun, MD (PRN ER) – A **motion** made by Humphrey, second by Hammes, to approve the Independent Contractor agreement with W. Eric Chun, MD. The motion passed.

7.3. Travis Newby, DO Amendment (PRN ER) – Dr. Newby will be going from full-time to PRN in September. A **motion** made by Epler, second by Hammes, to approve the contract amendment with Travis Newby, DO. The motion passed.

7.4. Liability Insurance Renewal, Policy Terms: August 1, 2024 – August 1, 2025 – The liability insurance renewal was presented this Tuesday by Chivaroli. Malpractice renewal: savings of about \$18,000 (coverage: \$1/\$5 mil, continuing with Physician’s Insurance). This savings is mostly due to not having any Surgeons added to the renewal currently. We are also seeing a large savings for Management Liability. Management Liability: moving to Physician’s Insurance. Commercial Crime: staying with Travelers. Security and Privacy: moving to Houston Casualty Company. Discussion regarding MFA. Minier explained that this is a program we are in the process of getting compliant. A **motion** made by Hammes, second by Humphrey, to approve the Liability Insurance renewal as presented. The motion passed. Invoices to be paid monthly.

8. Administrative Reports/Questions – The Board and Administration had discussions regarding the following items: Keltner has been rounding in all departments daily and enjoying it so far. Keltner stated that he is also really enjoying the community. Discussion regarding infusions services. *Cuvala entered at 8:35 a.m.* Discussion regarding Medical Assistants, ER Physician recruitment/wages, BCI meeting regarding quality measures. *Ebert exited at 8:46 a.m. Lampert exited at 8:47 a.m.* Discussion regarding the flooring in OR 2. It was highly recommended by surveyors that the floor be replaced; discussion regarding adding this to the capital needs list. Discussion regarding the Work of Heart Nursing scholarship.

9. Follow-Up Items

9.1. Physician Recruitment – Plante gave a recruitment update, to include start dates of new providers. *Whitlock entered at 8:50 a.m.*

9.2. Quick Care – Plante stated that the Quick Care opening is currently contingent on staffing.

10. Communications

10.1. BetterCARE Update – Epler stated that the BetterCARE golf tournament fundraiser is August 10th. BetterCARE will be meeting next week. The memorial walk went very well. *Minier and Walker exited at 9:07 a.m. Minier entered at 9:09 a.m.*

11. 9:00a.m. Brian Whitlock, IHA President/CEO – Whitlock thanked previous board member Peggy Cuvala for her efforts on the IHA Board. *Plante exited at 9:16 am. Plante entered at 9:18 a.m.* Whitlock distributed documents “Medicare Significantly Underpays Hospitals for Cost of Patient Care,” and “IHA, Annual Member Survey Results.” Whitlock gave PowerPoint presentation discussing the future of Medicaid. *Whitlock and Hammes exited at 10:01 a.m.*

12. Executive Session

At 10:02 a.m., a **motion** made by Epler, second by Humphrey, 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: Carter, Epler, Humphrey, LaPlante, Minier, Keltner and Plante.

Meeting adjourned at 10:08 a.m.

Respectfully submitted,

Approved by:

Rebecca Plante, Secretary

Mike LaPlante, Board Chairman