

BENEWAH COMMUNITY HOSPITAL
GOVERNING BOARD MEETING
Thursday, August 22, 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*

1. Call to Order – Chairman LaPlante opened the meeting 8:00 a.m.

LaPlante requested a motion to amend the agenda, adding item 7.7. Sunbelt Rentals as an action item. Reason item was not previously on agenda: Received quote yesterday for a temporary rental chiller so we are able to open Surgery back up. Kelter added that we cannot get a solid date on when the new chiller will be here (it has been 22 weeks).

A **motion** made by Epler, second by Carter, to approve amending the agenda, adding item #7.7. Sunbelt Rentals for approval. The motion passed.

2. Regular Session – LaPlante stated that he would like each meeting to start with a positive. Keltner stated that the Blue Spruce Café has expanded their menu which has made staff very happy and excited. We are also hearing positives from the businesses around us!

3. Approve Minutes – A **motion** made by Carter, second by Humphrey, to approve the meeting minutes from July 25, 2024. The motion passed.

4. Open Forum/Visitors

5. Board Committee Reports

5.1. Performance Improvement Committee – The PI Committee meets quarterly; next meeting is in October.

5.2. Finance Committee – The finance report was given in the Finance Committee meeting.

5.2.1. July Financials – A **motion** made by Ebert, second by Epler, to approve the July financials. The motion passed.

5.3. Board Nominations and Bylaws/Policy Committee – No current updates.

5.4. Medical Staff Committee – Epler stated that at the August Medical Staff meeting, admitting privileges for Hospice providers was discussed. The recent EMTALA survey was also discussed. Discussion regarding advertising the Hospice Room. Plante will contact the Gazette for a story.

6. Medical Staff

6.1. Initial Appointments

6.1.1. Joseph Cooper, MD (PRN ER) – A **motion** made by Humphrey, second by Epler, to approve the initial appointment for Joseph Cooper, MD. The motion passed.

- 6.1.2. **Adrian Davis, MD** (*Orthopedic Surgeon*) – A **motion** made by Ebert, second by Humphrey, to approve the initial appointment for Adrian Davis, MD. The motion passed.
- 6.1.3. **D. Douglas Gandy, DO** (*Internal Medicine*) – A **motion** made by Carter, second by Humphrey, to approve the initial appointment for D. Douglas Gandy, DO. The motion passed.
- 6.1.4. **Allyson Sterling, DO** (*General Surgeon*) – A **motion** made by Carter, second by Epler, to approve the initial appointment for Allyson Sterling, DO. The motion passed.

6.2. Reappointments

- 6.2.1. **Frederick Ragan, MD** (*PRN ER Physician*) – A **motion** made by Epler, second by Humphrey, to approve the reappointment for Frederick Ragan, MD. The motion passed.
- 6.2.2. **Robert Seeley, MD** (*PRN ER Physician*) – A **motion** made by Ebert, second by Humphrey, to approve the reappointment for Robert Seeley, MD. The motion passed.

- 6.3. **Medical Staff Bylaws, Rules and Regulations Revision** – A **motion** made by Epler, second by Humphrey, to approve the Medical Staff Bylaws, Rules and Regulations revision/annual review. The motion passed.

7. Contracts

- 7.1. **Adrian Davis, MD Amendment**– Dr. Davis’ contact Amendment pushed his start date back two weeks due to insurance credentialing. A **motion** made by Humphrey, second by Ebert, to approve the contract amendment for Adrian Davis, MD. The motion passed.
- 7.2. **Aaron Vizcarra, CRNA Amendment** – CRNA Aaron Vizcarra’s original contract was written for one year of limited call. Aaron has agreed to extend this call coverage through year two of his contract. A **motion** made by Humphrey, second by Epler, to approve the amendment for CRNA Aaron Vizcarra. The motion passed.
- 7.3. **Employed ED Amendments** – A **motion** made by Epler, second by Humphrey, to approve the amendments for the Employed ED Physicians (rate increases for Stephnie Arar, MD, W. Scott Spence, MD, and D. Cooper Wester, MD). The motion passed. Kelter added that we will be utilizing a current contract with the Medicus Firm for ER recruitment.
- 7.4. **Independent Contractor ED Amendments** – A **motion** made by Ebert, second by Carter, to approve the amendments for Independent Contractor ED Physicians (rate increases for Craig Burns, MD, Micheal Ettner, MD, Patrick Marvil, MD, Travis Newby, DO, Tim Ochoa, DO, Frederick Ragan, MD, Robert Seeley, MD). The motion passed.
- 7.5. **Federal Healthcare Services Staffing Agreement** – Minier stated that Federal Healthcare Services is Dr. Bolton’s group who has staffed ER/Inpatient in the past. Discussion followed. A **motion** made by Epler, second by Humphrey, to approve The Federal Healthcare Services Staffing Agreement. The motion passed.
- 7.6. **Siemens Healthineers Maintenance Agreement** – Minier stated that the Siemens Healthineers Maintenance Agreement is for the new lab analyzer that was purchased a year ago. We are past the one-year warranty. This maintenance agreement has a total cost of \$14,000/year, paid monthly. A **motion** made by Humphrey, second by Carter, to approve the Siemens Healthineers Maintenance Agreement. The motion passed.

7.7. Sunbelt Rentals – The Sunbelt Rental Agreement is for the rental of a temporary chiller. Initial cost: \$12,107. Additional \$7,500/month after the first initial month. Kelter stated that the goal is to have this installed by next week. LaPlante explained how the new chiller will improve humidity in the OR. We were originally quoted 15 weeks for the new chiller to arrive, and we are currently at 22 weeks. It is being manufactured in South Carolina; discussion followed. A **motion** made by Humphrey, second by Epler, to approve the Sunbelt Rental agreement. The motion passed.

8. Administrative Reports/Questions – The Board and Administration had discussions regarding the following items: PRN RN, ER transfers and PI project of complete documentation, ER helicopter landing at the airport, HR’s turnover report, Nursing scholarship and employees going to nursing school, Infection prevention and OR supplies, meeting with Dr. Bartels, Historical/long hall floors and comments of this area looking dirty (*LaPlante has talked to the architect about this*). Epler would like to talk with Keltner about hospital housing.

9. Follow-Up Items

9.1. Physician Recruitment –Plante gave a recruitment update to include start dates of new providers.

9.2. Quick Care – Plante stated that the Quick Care will be opening soon. She will notify everyone when this date is final.

9.3. Roof Project – LaPlante stated that all the rock has been removed from the roof (donated to the veteran’s outreach center). The pavers were deteriorated and were thrown out. The company is starting with the insulation. LaPlante added that they still have about 6 weeks until the project is complete.

10. Communications

10.1. BetterCARE Update – Epler stated that BetterCARE just had their golf tournament fundraiser. 18 teams participated, and they profited \$2,400. There are already plans being made for next year with a goal of \$5,000 in profit. Discussion regarding grants and how to get someone to help us find and apply for grants. *Carter exited at 9:20 a.m.*

11. Executive Session

At 9:30 a.m., a **motion** made by Humphrey, second by Epler, 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: Ebert, Epler, Hammes, Humphrey, LaPlante, Minier, Keltner, Plante and Walker.

Minier, Plante and Walker exited at 9:31 a.m.

Meeting adjourned at 10:30 a.m.

Respectfully submitted,

Approved by:

Rebecca Plante, Secretary

Mike LaPlante, Board Chairman