

BENEWAH COMMUNITY HOSPITAL  
GOVERNING BOARD MEETING  
Thursday, October 24, 2024, 7:30 a.m.  
Francie Walters Board Room, Benewah Community Hospital, St. Maries, Idaho

MINUTES

Attendees: Tom Ebert Suzy Epler Gary Green  
Dan Hammes Carol Humphrey

Staff: Burt Keltner, *CEO* Lori Minier, *CFO* Becca Plante, *Board Secretary*  
Carleen Walker, *DNS* Dr. Cooper Wester, *Chief of Staff*

Other: Bob Short, *County Commissioner*

**1. Call to Order** – Vice Chairman Epler opened the meeting 7:49 a.m.

**2. Regular Session**

**3. Positive Update/Celebrate Wins** – Plante stated that Clinic CMA Cheyenne Pierce completed her LPN schooling and testing, and she is now a licensed LPN. Plante added that we are moving forward with the Vaccines for Children Program in the clinic.

**4. Approve Minutes** – A **motion** made by Humphrey, second by Ebert, to approve the meeting minutes from September 20, 2024, September 26, 2024, and September 27, 2024. The motion passed.

**5. Open Forum/Visitors**

**5.1. Quarterly PI/Compliance/Safety Update** – Meeting minutes were distributed to Board members from the PI, Compliance/Safety meetings. Risk/Quality Manager Sunnie Jaynes was unable to attend the meeting.

**6. Board Committee Reports**

**6.1. Performance Improvement Committee** – The PI Committee met in October. Humphrey stated that she was very impressed with how the meeting ran, adding that managers/staff are doing great getting to their goals. Green stated that it was great to listen to the department heads with their experience.

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

**6.2.1. September Financials** – A **motion** made by Hammes, second by Humphrey, to approve the September financials. The motion passed.

**6.3. Board Nominations and Bylaws/Policy Committee** – This committee is to meet as needed for Board nominations as well as to review bylaws and policies. Discussion regarding the board's role in policy development. Keltner will follow-up with Sunnie Jaynes and Amanda Boyer in Compliance regarding policies.

**6.4. Medical Staff Committee** – Plante stated that at the October Medical Staff Meeting, Medical Director assignments for committees were filled. RN Shenelle Pugh attended the meeting to discuss creation of standing orders.

7. **Medical Staff** – Dr. Wester stated that recruitment is going great. Our new surgeons are great, and our ER PRN pool is building up. We also have two, full-time ER candidates who may also be interested in becoming ED Director. Wester presented the following reappointment files that were approved in October by the Medical Staff.

### 7.1. Reappointments

7.1.1. **Mary Eggleston-Thompson, PA-C** – A **motion** made by Hammes, second by Ebert, to approve the reappointment of Mary Eggleston-Thompson. The motion passed.

7.1.2. **Kendall Gunderson, NP** – A **motion** made by Green, second by Hammes, to approve the reappointment for Kendall Gunderson, NP. The motion passed.

7.1.3. **Luke Grauke, MD** – A **motion** made by Humphrey, second by Hammes, to approve the reappointment for Dr. Luke Grauke. The motion passed.

7.1.4. **Lori Rembe, ARNP** – A **motion** made by Hammes, second by Green, to approve the reappointment for Lori Rembe, ARNP. The motion passed.

## 8. Contracts

8.1. **Arthrex Purchase** – Minier stated that the Arthrex purchase agreement is a 3-year agreement. Cost: Approx. \$5,800/year for shavers, and while purchasing these supplies, the equipment will be provided to us. A **motion** made by Hammes, second by Humphrey, to approve the Arthrex purchase contract. The motion passed.

8.2. **Jackson Bell, DO (PRN ER)** – Dr. Bell is a PRN ER Provider who would like to start covering shifts in November. Discussion regarding the Board interviewing Providers. A **motion** made by Hammes, second by Humphrey, to approve the PRN contract for Jackson Bell, DO. The motion passed.

8.3. **Jordan Day, PA-C Amendment** – Minier stated that Jordan Day’s contract amendment would be for additional days picked up in Quick Care, in addition to a four-day clinic work week. A **motion** made by Green, second by Hammes, to approve the contract amendment for Jordan Day, PA-C. The motion passed.

8.4. **Self-Funded Medical Insurance Renewal** – Minier reported that Administration met with Acrisure (*previously the Murray Group*), to go over the self-funded insurance renewal for 2025. Dental went up 5%, and the administrative fees are up 14% (*average for the industry this year*). Minier stated that this comes out to about \$50/month increase per employee. Acrisure is recommending a premium increase of 5% for employees. Minier added that in 2023 to 2024, premiums stayed the same, and Administration is recommending keeping premiums the same for employees again this year. *Wester exited at 8:15 a.m.* A **motion** made by Hammes, second by Humphrey, to approve the self-funded medical insurance renewal with no increased cost to employees. The motion passed.

9. **Administrative Reports/Questions** – The Board and Administration had discussions regarding the following items: Monthly board packets, LifeFlight Nurse applying for part-time RN job (*because she was impressed with our facility*), and ER Physician recruitment. Epler stated that the Board would like the appropriate board members listed on the checks before the next meeting.

## 10. Follow-Up Items

- 10.1. Physician Recruitment** –Plante reported, as Dr. Wester mentioned, we have two-ER Physician candidates who are interested in onsite interviews (*through our recruiter*). Discussion followed.
- 10.2. Quick Care** – Plante stated that Saturdays in Quick Care have not been very busy. Thursdays seem to be the highest volume days currently. Plante will look into post card mailers to market this service.
- 10.3. Roof Project** – Keltner stated that the roof project is just about complete. The edging is the last item to be completed. Discussion followed regarding the helicopter.

## 11. Communications

- 11.1. BetterCARE Update** – Epler stated that the BetterCARE Gala planning is in full swing. A scuba trip was donated by Green, and we also received two packages for scuba certification. Dinner will be \$30 plate (\$25 for BCH staff). The semi-formal event will include entertainment, dinner, and an auction. The medical staff have pitched in to purchase a rifle for the auction. Epler added that the BetterCARE board is working hard, and they are really promoting BCH. The last year there was a gala, it profited \$17,000. Kristi Masterson does the “Pink Out” breast cancer awareness event at a volleyball game each year, and this year it raised over \$1,700. Three Christmas trees will be donated, and staff groups will be put together to decorate the trees. They will be displayed in the lobby and the public will vote for their favorite tree. The trees will then be auctioned at the Gala. Epler added that tickets will be available for purchase next week, and they are encouraging as much pre-sale as possible.

## 12. Executive Session – Executive Session not needed.

Meeting adjourned at 8:41 a.m.

Approved by:

Respectfully submitted,

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Rebecca Plante, Secretary

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Suzy Epler, Board Vice Chairman